

# **care.data**

**Pathfinder Stage Plan – Update for  
Programme Board  
15 October 2014**

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# (1) Key Milestones

Task/Milestone	Date
Pathfinder CCGs Confirmed & Formal Start CCG Projects	06/10/2014
MOUs Signed (including scope and success criteria)	27/10/2014
Programme Business Case Endorsed by Programme Board	15/12/2015
IIGOP Report & Pre-reqs met	22/12/2015
SofS Approval to start Fair Processing	09/01/2015
Programme Board Approval to start Fair Processing	13/01/2015 <i>(pro date not yet confirmed)</i>
Materials delivered to practices	19/01/2015 (w/c)
Personalised comms to patient homes (letters, emails, SMS)	26/01/2015 (w/c)
Secure Data Facility (early version) built	30/01/2015
Start of Fair Processing with patients / public	02/02/2015
Infrastructure Upgrade Complete / technical go-live	27/02/2015
Infrastructure / E-E Testing and Assurance Complete	27/03/2015
Data extracted from practices	30/03/2015 (w/c)
Data Extracts available for viewing in Secure Data Facility	20/04/2015 (w/c) <sup>3</sup>

## (2) Planning Assumptions

1. CCGs / Practices will be able to meet timeframe outlined in this plan
2. Programme will test and assess different forms of personalised direct communication
3. NHS England will fund the costs of personalised direct communications and support some other requests (e.g. clinical backfill) where agreed
4. Practices will take delivery of materials w/c 19 January and mail-house will land all letters in 6 day window from 26 January
5. Programme will be able to procure mail-house service via Crown Commercial Services framework

## (2) Planning Assumptions

6. IIGOP report and programme report confirming pre-requisites have been met will feed into approval decision to commence Fair Processing.
7. IIGOP report will include indicative feedback from GPs on comfort with process of developing materials and planned communication approach.
8. SofS and Programme Board will approve start of Fair Processing in January.
9. HSCIC Board, Programme Board and Ministers will not require a separate approval step ahead of extraction of data.
10. Programme Board will endorse Programme OBC before the end of the calendar year.
11. Public research outputs will not be a dependency on the extraction
12. Practice 'switch-on' to allow extraction of data will signal Local approval to extract.

## (3) Starter Set of Materials to be provided

### Toolkits

1. Draft core collateral for public/patients
  - Leaflet, posters, opt out form, benefits doc, FAQs, infographic, support for accessible versions
2. Draft collateral for GP/Practices
  - FAQs, ICO guidance on fair processing, guide for patient comms, benefits doc, factsheet, template letter for co-production
3. Draft collateral for local and national stakeholders
  - Assumption that this will be a mixture of the above