

INFORMATION GOVERNANCE TRAINING

It is important for all Clinical School employees to be aware of and understand the Clinical School's Information Governance Policy. All employees should be familiar with the information below:

Clinical School Information Governance Policy

<https://www.medschl.cam.ac.uk/research/information-governance/information-governance-policy/>

Clinical School Secure Data Hosting Policy

<https://www.medschl.cam.ac.uk/research/information-governance/sdhs-security-policy/>

All staff employed at the Clinical School are now required to complete some form of information governance or data protection training.

If you have recently completed such training as part of your employment conditions (i.e. if you have an honorary contract with an NHS trust) please give details of the training to your departmental administrator.

If you are working as a researcher within the School, and have not already done so, you should complete:

<https://training.cam.ac.uk/course/cppd-dataprot>

<https://www.vle.cam.ac.uk/course/view.php?id=137361>

All other staff should undertake the PPD on line training, which can be found at the web links below and takes around 30 minutes.

For administrative staff:

<http://www.training.cam.ac.uk/cppd/event/678520>

For academic staff:

<http://www.training.cam.ac.uk/cppd/event/678523>

Please inform your departmental administrator when you have completed the relevant course.

Any questions can be directed to Carolyn Read, External Liaison and Research Governance Officer on cad50@medschl.cam.ac.uk