

Public Benefit and Privacy Panel for Health and Social Care (HSC-PBPP)

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<https://www.informationgovernance.scot.nhs.uk/pbpphsc/>



Euan Smith
Senior Assistant Statistician,
Care Experience Survey Branch,
Scottish Government,
St. Andrew's House,
Regent Road,
Edinburgh. EH1 3DG

Date: 20th December 2023
NHSCR Ref: SCPES2023
Our Ref: 2223-0074 Smith (resubmission)

Dear Mr Smith,

Re Application: Cancer Patient Experience Survey 2023/24 Version: v3.1

Further to your conditional approval issued by the Public Benefit and Privacy Panel for Health and Social Care on 15th August 2023, I am writing to confirm that all conditions applied to the approval have now been satisfied. Your application and supporting documents have undergone proportionate governance review and have now been approved in full.

This approval is given to process data as specified in the approved version of the application, and is limited to this. Approval is valid for the period specified in your application, until 30th September 2025. Your approved application has been attached, with the version control box completed by HSC-PBPP. Should you need to submit an amendment, this version of your application should be updated (to v4.0), with all previous changes no longer highlighted but with any new changes highlighted.

You are required to notify the Panel Manager, via phs.edris@phs.scot, of any proposed changes to your proposal, e.g. purpose or method of processing, data or data variables being processed, study cohorts, individuals accessing and processing data, timescales, technology/infrastructure or any other relevant changes. Instructions and forms are available on our website: <https://www.informationgovernance.scot.nhs.uk/pbpphsc/home/application-amendments/>

On conclusion of your proposal, as part of NHS Scotland Governance and monitoring we will require you to complete an End of Project reporting form to demonstrate that you have complied with the obligations outlined such as data destruction or submission of references for publications of findings.

I would take this opportunity to remind you of the declaration you have made in your application form committing you to undertakings in respect of information governance, confidentiality and data protection.

Requests for access to NHS Scotland data as part of this approved application should be supported by evidencing a copy of your approval letter and application form to the relevant local board contacts/data providers.

As there is NHSCR involvement in your project, I have also attached the following documents:

- NHSCR Confidentiality Declaration
- NHSCR Financial Contract
- Confirmation of Customer Details
- Survey Charges Scotland
- File layout data submission.

The charges in respect of work, carried out by NHSCR are shown on the survey charges sheet enclosed.

If you are content to proceed please complete the enclosed financial contract, confirmation of customer details and declaration of Confidentiality, Privacy and Security documents and return by email to (please retain a copy for your records): dq.nhscr-scotland-medical-research@nhs.scot

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Please note that summary information about your application and its approval, including the title and nature of your proposal, will be published on the panel website (<https://www.informationgovernance.scot.nhs.uk/pbpphsc/>).

I hope that your proposal progresses well.

Yours sincerely,

A handwritten signature in blue ink that reads 'C. George Fernie'. The signature is written in a cursive style with a large, looped 'G'.

Dr George Fernie

Interim Chair

NHS Scotland Public Benefit and Privacy Panel for Health and Social Care

Email: phs.PBPP@phs.scot

Cc: Anita Morrison, Main contact for Lead Organisation

Cc: Gail Turner, NHSCR