

Caldicott Guardian Training Course

Confidentiality and Information Sharing for Caldicott Guardians
From Hippocrates to Facebook: Confidentiality in a changing world

10% Credit Card
discount**
15% Group booking
discount**

Friday 16 November 2018
Friday 7 December 2018
Friday 8 February 2019
Friday 15 March 2019
Friday 5 April 2019
Monday 13 May 2019
Friday 7 June 2019
Monday 1 July 2019
Friday 13 September 2019
Friday 8 November 2019

De Vere West One, London
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Key Learning Objectives

- Understand the role of the Caldicott Guardian
- Learn to recognise what are “Caldicott Decisions”
- Develop confidence in making your own “Caldicott Decisions”
- Be able to apply the new Caldicott principles in practice
- Understand the underlying ethics
- Explore the conflict between confidentiality and information sharing
- Golden rules for protecting patient confidentiality
- Consider ethical dilemmas and how to make judgements
- Overcome barriers to multi agency working
- Learn how and when to share information and who with; relatives, police and other agencies

The course will be facilitated by
Christopher Fincken
Independent Member
UK Caldicott Guardian Council
(Chairman 2012-2017)

Supporting Organisations



Caldicott Guardian Training Course

Confidentiality and Information Sharing for Caldicott Guardians

CHOICE OF 2018 and 2019 DATES

10% Credit Card discount*
15% Group booking discount**

This one day course provides practical Caldicott Training for both new and more experienced Caldicott Guardians, their deputies and others, involved in applying the Caldicott Principles across a wide range of organisations. It provides sound foundations for those seeking to expand their understanding of the Caldicott Guardian Role, and its function within Information Governance, and inspiration as to how it can be implemented and developed in their own organisations. The content is based on the latest national guidance including the Caldicott Guardian Manual. A range of topics are covered including: the ethical and legal considerations in information sharing, confidentiality, handling requests from the Police, domestic violence, relatives, assurance and the regulators. Handouts, Templates and other tools for decision making and recording decisions are provided.

Christopher Fincken, Member UK Caldicott Guardian Council, (Chairman 2012-2017) facilitates the course, and brings over 18 years of personal experience of leading innovations in the application of the Caldicott Principles. This interesting and informative course is fully interactive; and participants in small groups will face a number of case study challenges throughout the day building personal knowledge, understanding and confidence.

Feedback from previous delegates:

“excellent, this is the first caldicott conference I have attended to support me to become a deputy caldicott guardian for my organisation, the conference was very informative and will support me to undertake this role with much clearer understanding”

“Excellent day, very interesting, lots of tools for CG, has given me confidence”

“excellent, relevant interesting and well run”

“Outstanding discussion, thoroughly enjoyed it”

Programme

09.30 Coffee and Registration

10.00 Introduction and Morning Session

The morning session will cover the foundations of the Caldicott Guardian Role including:

- The historical perspective from Hippocrates to today
- Understanding Confidentiality and Trust
- Consent and Capacity
- The Caldicott Principles including Caldicott2
- The Legislative Framework
- The Role of the Caldicott Guardian
- Developing a Caldicott Pathway, Assurance
- The Conflict between confidentiality and Information sharing
- Difficult Decisions – support and escalation
- The UK Council of Caldicott Guardians

11.00 Tea & Coffee Break

Open topic discussions

13.00 Lunch

14.00 Afternoon session: Case studies focusing on: Pregnancy, Parental responsibility, Children and Young people, Deceased Patients, Relatives, Next of Kin, Powers of Attorney, Complaints, Disclosures & Redactions, Electronic & Paper Records, The police, The media, Safeguarding, Multi Agency working - MARAC & MAPPA, Domestic Violence, Protecting Staff, Illegal Immigrants, Reporting Crime, Public Interest, Staff members as patients, Answering Machines, Mobiles and Facebook

15.00 Tea & Coffee Break

16.30 Close

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Department

Organisation

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Please write your address clearly as confirmation will be sent by email, if you prefer confirmation by post please tick this box,
Please also ensure you complete your full postal address details for our records.

Please specify any special dietary or access requirements

This form must be signed by the delegate or an authorised person before we can accept the booking

(By signing this form you are accepting the terms and conditions below)

Name

Signature

Date

Venue
De Vere West One, 9-10 Portland Place, West End, London, W1B 1PR

Price
 £395 + VAT (£474.00) NHS, Social Care, University and Voluntary Sector
 £549 + VAT (£658.80) for Commercial Organisations

Date (please tick which date you would like to attend)

- | | |
|---|--|
| <input type="checkbox"/> 16 November 2018 | <input type="checkbox"/> 13 May 2019 |
| <input type="checkbox"/> 7 December 2018 | <input type="checkbox"/> 7 June 2019 |
| <input type="checkbox"/> 8 February 2019 | <input type="checkbox"/> 1 July 2019 |
| <input type="checkbox"/> 15 March 2019 | <input type="checkbox"/> 13 September 2019 |
| <input type="checkbox"/> 5 April 2019 | <input type="checkbox"/> 8 November 2019 |

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***Group Rates**
A discount of 15% is available to all but the first delegate from the same organisation, booked at the same time, for the same conference.

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A refund, less a 20% administration fee, will be made if cancellations are received, in writing, at least 4 weeks before the conference. We regret that any cancellation after this cannot be refunded, and that refunds for failure to attend the conference cannot be made, but substitute delegates are welcome at any time.

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On confirmation of your booking you will receive information for booking accommodation should you require it.

Confirmation of Booking
All bookings will be confirmed by email, unless stated otherwise. Please contact us if you have not received confirmation 7-10 days after submitting your booking.

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