



DATA SECURITY & PROTECTION BULLETIN

If it's personal, it's private.

Welcome to our Data Security and Protection Bulletin.

20th Edition – March 2020

Working from home special

Yes, we know it's soon after the last one, but just after we released our Bond 25 bulletin, Bond 25 itself was delayed and the whole world has changed somewhat. Rather than *talking* about our secret underground lair, we are writing this *IN* our secret underground lair. So enough about Bond, let's talk about a film from 10 years ago, *Tamara Drewe*

I remember her...

I remember the Yellow Porsche... but then again, it's not my kind of film. Anyway, the film shows a successful City worker moving back home for a period of time. Whilst there, her lazy security arrangements mean two schoolgirls enter her house using the key (under the doormat) and read her e-mails (unlocked computer) and then send e-mails (again, unlocked computer) to try to ruin Tamara's love life.



So you're saying that there are risks, even when working from home??

Exactly. The same risks still exist: Phishing e-mails, unlocked computers and...

...What, those again??

Possibly. There is a lots of extra e-mail traffic going around the moment. And we know Phishing attacks are often opportunist. Sometimes around payday, sometimes around very unusual working arrangements. Anything which means we might have our guard down... And don't forget to lock your computer

Seriously?? The Dog can't read, and the Cat is doing that thing where they lick their...well, you know...

Yes, seriously. I know now the doors and windows are closed, but we may be here all summer. Windows open, someone walks past, swipes the unlocked computer. Then they can start writing e-mails intent on ruining YOUR life. Or just, you know, having a look round all the personal data you have access to. A portable computer means it can be used anywhere - and if it's unlocked, they can keep using it.

So keep the same habits up as before?

Yes please. Try not to let your guard down. You may be at home, but the data you need to access still needs the same level of care and attention. Do please lock your computer, do please think about the security, do remember to encrypt personal data before you send it, and do be wary of any and all e-mails. If in doubt, don't action it. Question everything.

The risks won't stop because you are at home. And, as always if you need any advice, get in touch. Our details are at the bottom of this bulletin.

And if something does happen?

Then, the same as before. Tell your manager, complete a Datix. Or call us on 01332 980111.

ICO news

The ICO has also recognised the unusual times we are in and have helped the healthcare sector immensely with advice and guidance. In a snapshot:

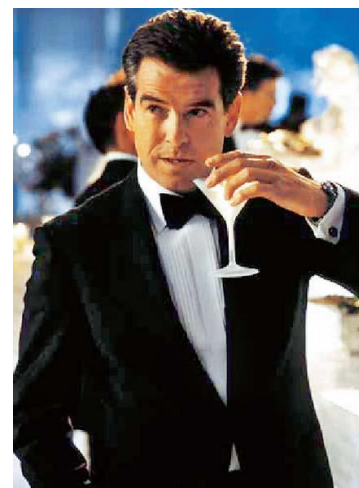
- We can (and therefore will) contact staff and patients using any means necessary with key messages around Covid-19. This isn't direct marketing, so we can do this without their consent
- There is an unusual part of the Data Protection Act- Article 9(2)(i) – which means we can use and share data in the interest of public health, such as protecting against serious cross-border threats to health. Covid-19 is recognised as such, so in these unusual times we will be using this where necessary. It will not affect how we deliver care
- The ICO has said we have an obligation for the health and safety of colleagues, so will expect us to share details of those who have virus. The Trust may need to tell your colleagues and will try to do so without giving your name
- Those who have asked for Information under either a Freedom of Information Act or Subject Access Request have been told they will need to wait as we are a little bit busy right now...

More ICO news

The Trust has been nominated as a Finalist for the ICO's "Practitioner Award for Excellence in Data Protection" award! The ceremony itself has been cancelled, but the winner will be announced later in March. You have all in some way played a part, whether this is completing training, logging incidents, or importantly helping with lessons learnt. Thank you for your contributions and continued support.

It's great to get recognition for our work. It means that what we do and how we do it with regard to data is among the top five in the UK. If we win, it means nobody does it better.

I hope this brings reassurance to you all that we really do know what we are talking about, and we really are happy to



help with your queries!

Cheers (again)!

...And finally

We know that homeworking can feel very solitary. We have experienced it, and it can feel unproductive, quiet and lonely. Possibly all those feelings at the same time.

Please, don't forget to talk to people. Those chats we all have whilst making tea or in the corridor are not work related but just as important. It's OK to phone your regulars "just for a chat". Trust us: your line manager really won't mind.

Having unproductive moments can lead to a very productive day overall.

The Data Security and Protection Bulletin is intended to inform staff about current news, changes in policy, good practice and general guidance in Data Security and Protection.

For further information about the contents of this newsletter, please send an email to dhcft.datasecurityandprotection@nhs.net or phone **01332 980111/ ext. 31121**.

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