DSPT Checklist

Now that you have attended the Introduction to the DSPT (and Data Protection in General) webinar you will need to decide what steps you need to take. This year's DSPT publishing deadline is 30 June 2024 so time is running out.

Whether you decide to complete the DSPT by yourself or need additional 1-1 support from us, in order to increase your chances of success you will have needed to do the following:

Register to use the DSPT

If you haven't done so already, this is easy to do.

You will need an email address (we suggest you use a generic one rather than a personal or individual address that is easily accessible by staff within the care business).

Your ODS Code. You can look this up by visiting the ODS portal

Have the following Policies and Procedures in Place

If you don't, you can find downloadable templates on our website

Your ICO Registration Number ☐

Data Protection Policy ☐

Data Privacy Policy ☐

Data Register ☐

Training Needs Analysis ☐

National Data Opt Out Policies ☐

Spot Check Audit Checklist ☐

Unsupported Software Register* ☐

* If needed

If you are happy you have these then you should be ready to begin the toolkit

If you would like to book a 1-1 session with one of our Digital Team you can do so here

WMCA DSPT Support Team

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