

North West London Collaboration of Clinical
Commissioning Groups



Whole Systems Integrated Care (WSIC):

De-Identified User Guide

What is the purpose of the De-Identified Data Set?

- We aim for this to be seen as a self-serve portal for NWL data, for users to query anonymised data for their own projects.
- A facility to allow users to publish assured analysis with support from the WSIC team.
- Identify cohorts of patients with Long term Conditions .
- Identify cohorts of patients with care plans
- Allow pathway analysis across the local health sector using multiple data sources.

Pre-requisite:

- Ensure organisation requesting is a signatory of the NWL Digital ISA
- For academic organisations who are currently not a signatory to the NWL Digital ISA, they will need to be sponsored by one of the ISA signatories
- Understand why access to the data is required
- What are the benefits of acquiring access to the data set?
- Which data set (by CCG) is required to be accessed and for how long?
- User requires SQL knowledge, Access will be given to SQL user to enable modelling and analysis as the data will be provided as SQL tables.
- User is required to read the data dictionary and attend training provided by WSIC team.
- For continued access, users must attend the monthly de-identified user group and give monthly projects updates, per project.
- Access is only granted for 6 months. For an additional 6 months, user should re-submit their data access request form with the reasons on why they still require access to the system.

How to get access to the de-identified dataset

Step 1 : To gain access to the de-identified data set, a data access request form will need to be completed and send to nwlccgs.WSIC.deidentified@nhs.net

This is submitted to the Security & Access Sub Group for approval. This group meets on a monthly basis, half way through the month.

Step 2 : Request for access to NHS Local Account and Juniper

By completing the below form and return to nwlccgs.WSIC.deidentified@nhs.net



Step 3 : WSIC team will process your application by sending your completed forms to NELCSU and NELCSU will send you instruction on how to register, the process may take between 1-2weeks. If you need access to Azure urgently please contact WSIC De-Identified team nwlccgs.WSIC.deidentified@nhs.net

How to log in:

- Use Internet Explorer (version 8 or higher) and navigate to https://remote1.sussex.nhs.uk/dana-na/auth/url_26/welcome.cgi
- When prompted to log in with your NHS Local account credentials, you will need to enter the primary password which is provided by NELCSU. The secondary password would be a PIN that is generated through a remote access application called “**Swivel secured**” which you would have downloaded as part of your registration process. All instruction would be provided by NELCSU.
- After following the instruction provided by NEL CSU, connect to Azure environment using the icon below:



Azure BI Research User.rdp

Principles of De-identified Dataset

- Access will be provided to the underlying SQL Server database
- Access is role based and each user usage will be audited as per obligations within the ISA for auditing all access to the data warehouse and associated dashboards
- Data will be available at patient level
- For Brent CCGs we only have data for over 18s (children's data will be available for de-identified users as of 1st April 2019). We have started the transition to all patients. Please see population data segments for specific CCGs below:

CCG	Population Data Segment
Brent	All Adults
Harrow	All Patients
Hillingdon	All Patients
Central London	All Patients
Hounslow	All Patients
Hammersmith & Fulham	All Patients
West London	All Patients
Ealing	All Patients

- We do not receive data where patients have informed their GP that they do not wish for their healthcare records to be shared (approx. 5% of patients).
- Coded health information relating to sensitive conditions and treatments are nullified within the patient record. The codes used to define this can be found on the Whole Systems website:
<http://integration.healthiernorthwestlondon.nhs.uk/Images/upload/Resources%20Documents/WSIC%20Read%20Codes%20and%20Sensitive%20Codes%20V2.pdf>
- The de-identified dataset are de-identified as follows:
 - Local identifiers, e.g. hospital patient number = not present
 - NHS number = Patient database Key
 - Full Postcode = Postcode Sector, first 3 letters and numbers
 - DOB = Blanked out (but age will be available in the consolidated table)
- Please find below table showing frequency of data updates

Data Type	Frequency of Update	Updated by
SUS (Secondary User Services) data	Monthly	NELCSU
SLAM	Monthly	NELCSU
EMIS	Weekly	Apollo Medical
TPP SystemOne	Weekly	Apollo Medical
Mental Health	Monthly	NELCSU
Community	Monthly	NELCSU
Social Care	Monthly	Each Borough submit through secure transfer to NEL CSU (currently not getting data from Hillingdon and Harrow)

Scheduled Up Date of Azure De-identified Dataset

- The Database is updated on a monthly cycle, with new data acquired by the WSIC Live database.

Principles of De-identified Dataset Access: Reminder of the obligations in the NWL Digital ISA

- The NWL Digital Information Sharing Agreement
- Section 9.1 of the NWL Digital ISA sets out obligations of users of the de-identified dataset, including that the user:
 - 1. Will not seek to re-identify data in the WSIC De-identified Dataset;
 - 2. Will not use the data to identify any individual or make any decisions relating to any individual; and
 - 3. Will not link the data to any further datasets containing personal data.

The NWL Digital ISA can be found on the WSIC website

The NWL Digital ISA can be found on the WSIC website:

<https://www.healthiernorthwestlondon.nhs.uk/sites/nhsnwLondon/files/uploadedfiles/4comadmin/files/20170220%20Digital%20ISA%20LLMC%20CCG%20Statement%20FINAL.pdf>

Please note, users are not allowed to copy, cut, paste or otherwise remove data from this environment. This is to ensure data is only used for the permitted purpose for which access was granted

Things to Note

- You can create your views in the sandbox database under the relevant schema.
- Incomplete view(s) need to be saved within your working folder , any unsaved work may be deleted therefore you are strongly advise to save your work.
- You can export your analysis to Tableau or excel within your remote desktop, if required outside the remote desktop, please email WSIC de-identified team nwlccgs.wsic.dashboards@nhs.net who could transfer the information to you via SFTP. The transfer would only be carried out if it meets **pre-set criteria** .
- You can't copy and paste within the environment.
- There no internet access within the remote desktop environment.
- **From 1st April, 2019 , the previous de-identified database will be decommissioned.** *You can transfer your work from the previous database to the new database (Azure) if not already present. If you require help with this contact WSIC deidentified team nwlccgs.wsic.dashboards@nhs.net*

Next Key Step

- De-identified user groups will run on a monthly basis, the purpose of the group will be to prioritise tasks and items for the next cycle.
- For new enhancements or changes each user should fill in the change request form (next slide)
- For bugs or issues related to existing views or data please email the de-identified user group nwlccgs.wsic.dashboards@nhs.net. We will amalgamate the list of issues to prioritise in the user group session

Change Requests and raising issues on the de-identified data set

- To submit a change request email or raise issues with the WSIC Dashboards Programme Team on WSICdashboards nwlccgs.wsic.dashboards@nhs.net. Please see attached change request form



- Any development requests will need to be raised through this process for consideration at the monthly Clinical Advisory Group (CAG) (chaired by Dr Tony Willis). The role of the CAG is to prioritise change requests to optimise use of the in house development resource and ensure alignment to strategic priorities.
- Changes are packaged into monthly releases and communicated via release notes and newsletters.