

# ***Care Information System Competencies (CIS1)***

**Core skills for care information systems users**

# Improvement, Expansion and Reform

**Requires every organisation to make provision for;**

*‘the continuing training, re-training and development of individuals to offer new skills and competencies’*

DOH 2002

# Information for Health

***‘Training strategies must focus on the long term development of an information culture, and not – as in the past on training designed simply to get people using systems’.***

Information for Health

An Information Strategy for the modern NHS 1998 – 2005,  
DOH 1998

# Information Security

The Caldicott Report demands need for;

*‘Greatly improving awareness of the issues, safeguards and procedures necessary to protect patient confidentiality’*

# Maintaining Care Information

*‘...clinical governance....will highlight the need for quality clinical data’*

**and**

*‘it is essential that the data is relevant, complete, comparable, stable over time and readily available for these purposes in a timely way’*

*Information for Health*

# The CIS1 principles (MIC)

- Maintain data integrity
- Information Security
- Compliance with Law

# **Compliance with policy and Law**

## **Information Governance framework**

- Data Protection Act 1998
- Caldicott Report 1997
- Human Rights Act 2000
- ISO17799
- Freedom of Information Act 2000

# **Collaborative approach**

## **Health & Social Care**

- Avon IM & T Consortium
- Bath & North East Somerset PCT
- Bath & North East Somerset Social Services
- North Bristol Trust
- NHS Information Authority
- Royal United Hospital NHS Trust
- United Bristol Healthcare Trust
- Weston area Health Trust
- Wiltshire shared services NHS consortium

## **Higher and Further Education**

- Bath Spa University
- Norton Radstock College

# Supporting modernisation

**‘Integrated Care Records Service is about improving the Nation’s health through the provision of better information’ (NPfIT)**

## **Aims of the CIS group**

- To improve quality assurance, through standardised competencies and accredited training.
- To work collaboratively to develop core competencies for clinical and non-clinical users of care information systems in multi-agency and multi-disciplinary environments.
- To use a consistent approach to education, training and development and create a knowledge baseline for organisations using care systems.

# Aims cont'd

- To raise awareness on security and confidentiality issues
- To support workforce development initiatives by contributing to individual personal and professional development plans, lifelong learning and 'Improving working lives'.
- To use existing recognised/accredited standards where appropriate/possible complementary to ECDL or equivalent.
- To provide flexible and modular competencies which meet individual and organisational needs.

# Does this replicate ECDL ?

# NO

- CIS 1 provides skills and knowledge training in and associated with the use of Care Systems
- ECDL is a qualification which enables efficient use of computer applications.

# CIS1 Modules

- Information Governance
  - Data integrity
  - Patient/client confidentiality
- Understanding PC's and Terminal and their use with Care Systems
- Getting help

# Qualification Summary

- NCFE recognised accreditation
- CIS 1 has been developed from the PAS foundation Award.
- Learning materials will be accessible electronically  
visit [www.avon.nhs.uk/cis](http://www.avon.nhs.uk/cis)
- Total learning hours per candidate = 10
- CIS1 forms part of the NHSIA's new information Governance tool kit
- Assessors identified from Avon IM & T consortium, NHSIA, North Bristol Trust, B&NES PCT

# Organisational benefits

- Improve service to patients and clients
- Funding from WDC/LWDC
- Improved data quality and data accreditation
- Competent, accredited users with a nationally recognised award
- A Structured Training programme to support system use
- Improved security and confidentiality  
(Meets training requirements under the DPA and Caldicott)
- Encourages use of skills escalator
- Personal development plan (PDP's)

# Personal benefits

- A free qualification accredited by the NCFE
- Flexible learning programme
- Personal development opportunity
- Unit certification options
- Improved understanding of systems, the need for data quality and information security.

# **CIS1 = Positive impact on Health**

*To name a few.....*

- CHAI
- NPfIT
- Clinical Governance
- Information Governance
- Controls Assurance –  
Records Management/IM & T
- FOI
- Improving Working Lives

# FAQ's

## **1) What is the cost of the award to the organisation?**

Learning accounts cover certification and course accreditation fees

## **2) What resources do I need to run the programme?**

Training and support for a minimum of one assessor.  
Formalises and enhances existing system training provided

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# Your Questions?