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| **UK Renal Registry data request – DPIA** | | | | | | |
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| A data protection impact assessment (DPIA) is a tool to assess the risks and potential impacts on data subjects’ (patients’) privacy. Under the Data Protection Act (2018), a DPIA must be conducted whenever there is a high risk to the rights and freedoms of individuals, such as where special category data (e.g. health and clinical data) are being processed – every application for UKRR data must be accompanied by a DPIA.  Your DPIA and application form will be assessed by a group of clinical and methodological experts who meet on a quarterly basis as the Renal Association (RA) Data Release Group – please ensure you email your DPIA and application to [ukrr-research@renalregistry.nhs.uk](mailto:ukrr-research@renalregistry.nhs.uk) at least two weeks prior to the meeting in which you want your application to be reviewed – for meeting dates see [renal.org/audit-research/how-access-data/ukrr-data/apply-access-ukrr-data](https://renal.org/audit-research/how-access-data/ukrr-data/apply-access-ukrr-data).  The group comprises members with diverse skill-sets. It is very important, therefore, that all questions are answered in **clear and plain** English.  If your application and DPIA are approved, you will be asked to complete a data sharing agreement (DSA) with the RA prior to data release. | | | | | | |
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| **RA use only** | | | | | | |
| Application number | | |  | | | |
| Date received | | |  | | | |
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| **Applicant please complete all the following fields** | | | | | | |
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| **Section one – overview** | | | | | | |
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| Project title | |  | | | | |
| Main applicant | |  | | | | |
| DPIA author, if different to main applicant | |  | | | | |
| Email address | |  | | | | |
| Telephone no. | |  | | | | |
| Institution/organisation | |  | | | | |
|  | | | | | | |
| Please provide the following for your organisation | | | | | | |
| ICO registration no. | | | |  | | |
| ICO registration name | | | |  | | |
| ICO registration expiry date | | | |  | | |
| Data Security & Protection Toolkit (DSPT) organisation code | | | |  | | |
| DSPT 2018/19 submission outcome | | | |  | | |
| Details of any other information security accreditation (e.g. Cyber Essentials, ISO27001 etc.) | | | |  | | |
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| **Section two – describe the processing** | | | | | | |
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| Describe the nature of the processing  You might find it useful to include a flow diagram or another way of describing the data flows | | | | | | |
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| How will you collect, use, store and delete UKRR data?  Please include any security measures your organisation has in place | | | | | | |
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| How will you control who has access to UKRR data? | | | | | | |
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| Will you be using data in addition to UKRR data? Will this require direct contact with either patients or health professionals, e.g. for them to complete a questionnaire? | | | | | | |
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| Will you be sharing UKRR data with any third parties? | | | | | | |
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| Are any types of processing involved that are likely to have a high risk to patients’ reidentification or privacy? | | | | | | |
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| How will you dispose of UKRR data when they are no longer needed? | | | | | | |
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| Describe the scope of the processing | | | | | | |
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| How long would you like to keep the UKRR data? | | | | | | |
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| What geographical area is covered by your study? | | | | | | |
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| Describe the context of the processing | | | | | | |
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| How much control will the patients have over the processing of their data? | | | | | | |
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| Would the patients expect you to use their data in this way? | | | | | | |
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| Do the patients include children or other vulnerable groups? | | | | | | |
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| Is the processing novel in any way? | | | | | | |
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| **Section three – publication of your DPIA** | | | | | | |
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| The RA is committed to supporting high quality research which benefits patients with kidney disease. To assist researchers in their data applications, we may publish previously submitted DPIAs as exemplars of good practice. Do you consent for your DPIA to be published on the RA website for this purpose? | | | | | | |
| Yes |  | | | | No |  |
| Signature (main applicant) |  | | | | Date |  |

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| Please return your completed application form and DPIA to [ukrr-research@renalregistry.nhs.uk](mailto:ukrr-research@renalregistry.nhs.uk) |