



DSPT
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Digital Newsletter

BLMK Local Support Organisation Data Security

Protection Toolkit Support offer



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Data Security Protection Toolkit (DSPT)

The **Data Security and Protection Toolkit (DSPT)** helps adult social care providers in England to check and improve how they keep people's information safe. It is the official self-assessment tool for the care sector and is widely recognised by CQC, local authorities and the NHS.

Care providers must review, update and republish their toolkit assessment at least once every year, otherwise it goes out of date and it is invalid. We recommend that this is kept up to date throughout the year, especially if providers have introduced new systems or services. Providers can make changes to toolkit questions and republish at any time throughout the year. However, the toolkit does have to be published *at least* once every toolkit year. **The updated DSPT for 2024-25 is now available** – so it is a great time to complete your DSPT assessment.

Better Security, Better Care is a national and local support programme to help adult social care providers to store and share information safely. It covers paper and digital records and focuses on helping care providers to complete the Data Security and Protection Toolkit – the annual, online self-assessment.

As a care provider, the programme will help you to evaluate and improve your data and cyber security. This means you can reassure the people you support and their families, your staff, commissioners, regulators, and health and care partners, that you are following good practice – and meeting legal and regulatory requirements.

You do not have to be a data or digital expert to get support. The programme can support you – wherever you are on your data security journey.

Watch a video that explains more about the DSPT

<https://youtu.be/yyZ5qikJXWg?si=CBicKpgur6XbjWKR>



0808 196 4848

help@digitalcarehub.co.uk

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You are not alone, and the team is here to help

All of the information can be overwhelming, it can be hard to know what you need to do. The DSPT is a great way to take a birds eye view of your policies, processes and procedures and work through it in one. You can have peace of mind that you are doing everything you can to protect people's info.

Follow the Beds Care Group website link to contact the team, check your DSPT Status and access a range of resources. [Data Security Protection Toolkit \(DSPT\) - Bedfordshire Care Group \(bedscaregroup ltd.co.uk\)](#)

Follow the link to find out more: [Benefits - Bedfordshire Care Group \(bedscaregroup ltd.co.uk\)](#)

Visit the Digital Care Hub webpages here – [Data Security - Data Protection and Cyber Security - Digital Care Hub](#)



Digital Care Hub provides advice and support to the adult social care sector on technology, data protection and cyber security. Visit the website [Digital Care Hub - Run by social care providers for social care providers.](#) which offers:

- Data and Cyber Security – free guidance, tools and advice to help you understand your data protection and Cyber Security arrangements
- Funding Opportunities
- Skills and Training
- Resources – download documents to support you with digitisation.
- Connectivity, Software and Equipment – Find information about internet connectivity, different types of care software and hardware.
- Data Security and Protection e-learning.

Welcome 1:1 support

Contact the team, we are here to support

Email SCHHServicedevelopment@centralbedfordshire.gov.uk



Drop-in sessions

Digitisation has become central to how care and support is being provided and it is increasingly important that all Care Providers have access to the right tools and support.

Come along to our drop-in sessions over lunch!

Every Tuesday's between 12:00-13:00.

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 372 182 179 741

Passcode: UNKnYM

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)



- Your Digital Lead will be on hand to answer any questions you might have around any of the digital initiatives.
- If you want to know what you should be doing about Data and Cyber Security, we can help!
- You don't need to attend the full hour, however long suits you!

For more information, please contact

SCHHServicedevelopment@centralbedfordshire.gov.uk

Access presentations and webinar recordings on the Better Security, Better Care programme

You can access a range of pre-recorded webinars to support you through your DSPT. [Presentations and webinar recordings - Digital Care Hub](#)

Digital Social Care have also collated all of the questions from the webinar series in to one comprehensive Q&A on link: [Answer DSPT questions | Digital Care Hub](#)

Care Groups: Check your DSPT now – you could be missing out

Calling all care groups: have you recently completed your Data Security and Protection Toolkit? Have you included all your branches and sites within your DSPT?

If not, they will not be covered by your DSPT publication.

We are aware that some large care groups have not added branches to their DSPT publication. It's an easy thing to overlook – but don't worry, it's also an easy thing to put right.



Read more here: [Care groups: check your DSPT now – you could be missing out - Digital Care Hub](#)

DSPT guidance videos

We have added two videos to the DSPT online guidance:

This is a quick guide to registering and publishing the DSPT for care groups with multiple sites.

[DSPT for multi-site organisations](#)

How to publish or republish, and share your DSPT assessment with staff, Care Quality Commission inspectors, commissioners, people drawing on your services and family carers.

[How to publish and share your DSPT, including how to access the certificate.](#)

DSPT video guides

Digital Care Hub have updated the DSPT guidance to include videos on answering DSPT questions. You can see these in each section. As you will see, the videos cover a group of questions on a related topic - such as data protection policies and privacy notices - rather than one video per question. We hope this enables care providers to understand the connections between questions.

You can view the videos under Answer DSPT

questions: <https://www.digitalcarehub.co.uk/dspt/answer-dspt-questions/>

We do hope that the revised guide helps you to complete your DSPT, but if you need more support, please contact SCHHServicedevelopment@centralbedfordshire.gov.uk

Webinars coming up

Using the DSPT for the first time

This webinar is for care providers who have never used the DSPT before. It will cover how to:

- Register for the DSPT – including how to register if you have multiple services and sites.
- Complete to Approaching Standards and Standards Met
- Publish your DSPT standard
- Access free, official support from the Better Security, Better Care programme.

Dates include:

- 28th April 11.00hrs – 12.30hrs
- 7th May 11.00hrs – 12.30hrs
- 12th May 11.00hrs – 12.30hrs
- 19th May 11.00hrs – 12.30hrs

For further information and to book a space email:

SCHHServicedevelopment@centralbedfordshire.gov.uk

Review & republish your DSPT

Because things change, you need to review and republish your toolkit every year so that it reflects your current data and cyber security arrangements. For example, you may have introduced new staff, data systems, technology or services – which in turn will impact on how you manage your information.

This webinar is for care providers who have published before and are reviewing and republishing their DSPT. It will cover what has changed within the Toolkit for 2022/23, as well as how to:

- Login to your DSPT account
- Review your DSPT – including what is different if you were previously published at Entry Level or Approaching Standards
- Complete to at least Standards Met
- Publish your DSPT standard
- Access free, official support from the Better Security, Better Care programme.

Dates include:

- 25th April 11.00hrs – 12.30hrs
- 2nd May 11.00hrs – 12.30hrs
- 9th May 11.00hrs – 12.30hrs
- 16th May 11.00hrs – 12.30hrs

For further information and to book a space email:

SCHHServicedevelopment@centralbedfordshire.gov.uk

National webinars

The central team host regular monthly introductory webinars around DSPT, cyber security, data protection and other related topics with recordings available on the website.

www.digitalcarehub.co.uk/events



The Better Security, Better Care programme provides national and local support and training to help care providers to complete the Data Security and Protection Toolkit.

Digital Care Hub have also developed an e-learning course for staff on data security. This course will enable care providers to meet the training requirement within the DSPT. [Data Security And Protection In Social Care Course](#)

Hosting regular webinars on completing the DSPT for the first time and how to review and republish your DSPT. Read more here: [DSPT training and webinars - Digital Care Hub](#)

Completing the Data Security and Protection Toolkit for the first time

The Data Security and Protection Toolkit (DSPT) is an online self-assessment tool to help adult social care providers in England to store and share information safely. It shows you what you need to do to keep people's information safe, and to protect your business from the risk of a data breach or a cyber attack. It covers both paper and digital records.

It also reassures everyone you work with that you are taking data security seriously, which in turn can open up access to NHSmail and shared records systems such as GP Connect and proxy access. Care providers must have an up-to-date DSPT in place to

meet NHS contracts – and local authorities and CQC inspectors increasingly expect you to have it.

Care providers should complete the toolkit at least once a year.

It will cover how to:

- Register for the DSPT – including how to register if you have multiple services and sites
- Complete to Approaching Standards and Standards Met
- Publish your DSPT
- Access free, official support from the Better Security, Better Care programme

Tuesday 15th April @ 3:00pm

Book Here: [Completing the Data Security and Protection Toolkit for the first time - Digital Care Hub](#)

Review and Republish Data Security and Protection Toolkit for Social Care

The Data Security and Protection Toolkit (DSPT) is an online self-assessment tool to help adult social care providers in England to store and share information safely.

Because things change, you need to review and republish your toolkit every year so that it reflects your current data and cyber security arrangements. For example, you may have introduced new staff, data systems, technology or services – which in turn will impact on how you manage your information.

This webinar is for care providers who have published before, and are reviewing and republishing their DSPT.

It will cover what has changed within the Toolkit for 2023/24, as well as how to:

- Login to your DSPT account
- Review your DSPT – including what is different if you were previously published at Entry Level or Approaching Standards
- Complete to at least Standards Met
- Publish your DSPT standard
- Access free, official support from the Better Security, Better Care programme.

Tuesday 29th April @3:00pm

Book Here: [Review and Republish Data Security and Protection Toolkit for Social Care - Digital Care Hub](#)

Safeguarding Patient Data: Cybersecurity and Data Protection in Healthcare

This webinar will have an emphasis on the role of local Healthwatch organisations and it will provide practical guidance on how Healthwatch can safeguard patient data, adhere to regulations, and ensure trust in healthcare services. It will be looking at:

- Importance of Cybersecurity and Data Protection
- Role of Local Healthwatch in Data and Cyber Protection
- Cybersecurity Threats in Healthcare
- Best Practices for Data Security
- Legal Framework for Data Protection
- Collaboration with Healthcare Providers

Who can attend?

This joint event with Healthwatch England is designed for adult health and social care providers in England and are aimed at people who make decisions about the use of technology in care services. For Healthwatch staff who support this sector.

This might also include:

- Owners
- Registered Managers
- Nurses
- Senior Care Staff
- Domiciliary Care
- Administrators

Tuesday 6th May - 2pm

Book here: [Safeguarding Patient Data: Cybersecurity and Data Protection in Healthcare - Digital Care Hub](#)

Bite-Sized NHSMail: Essential Tips for Social Care Providers

Join us for a series of **30-minute bite-sized sessions** designed specifically for social care providers in Sussex. These sessions will cover essential topics to help you streamline your email management.

Session Topics Include:

1. **Accessing Shared Mailboxes** – Learn how to access and manage shared mailboxes. If you're unable to find your shared mailbox, we'll show you how to locate it.
2. **Setting Up Shared Mailboxes** – Step-by-step guidance on setting up shared mailboxes.

3. **Adding and removing users**- Learn the practical steps to remove user accounts that are no longer needed in your setting or add new users.
4. **Ensuring Account Security** – Best practices to prevent your NHSMail account from being deleted.
5. **Setting Up Multi-Factor Authentication** – Learn how to enhance the security of your NHSMail account with multi-factor authentication.
6. **Making the Most of the NHSMail Helpdesk** – Many NHSMail issues can only be resolved by the helpdesk. Learn how to use this service effectively to avoid frustrations, closed tickets, and unresolved issues.
7. **Q&A Session** – Have specific questions about NHSMail? Our expert trainer will be available to address any additional queries you may have.

Wednesday 14th May - 12:30pm

Book here: [Bite-Sized NHSMail: Essential Tips for Social Care Providers Tickets, Wed, May 14, 2025 at 12:30 PM | Eventbrite](#)

Interactive Workshop: Securing Your Email Systems for Social Care Providers

In this **interactive workshop**, you'll learn how to implement secure email practices to protect sensitive information and comply with data protection regulations. We'll explore how to use **NHSMail**, **Gmail**, and **Outlook**—three widely used, free email systems—ensuring your communications remain secure.

Key Topics Covered:

- **Using NHSMail:** Learn how to set up and use NHSMail for secure communication within the health and care sector, ensuring confidentiality and compliance.
- **Securing Gmail and Outlook:** Discover how to secure your free **Gmail** and **Outlook** accounts by enabling key security features like **two-factor authentication (2FA)**, **email encryption**, and **TLS encryption** for secure transmission.
- **Email Encryption:** Practical demonstration on how to apply encryption to emails, making sure sensitive information is protected when sent over the internet.
- **Two-Factor Authentication (2FA):** Step-by-step guide to setting up 2FA for your Gmail and Outlook accounts to prevent unauthorized access.
- **Recognising and Avoiding Phishing:** Learn how to spot phishing attempts and fraud in your email inbox, reducing the risk of falling victim to cyber attacks.

Practical Work:

You'll have the opportunity to follow along as we walk through the process of setting up secure email accounts, applying email encryption, and enabling two-factor authentication on Gmail and Outlook. By the end of the session, you'll have a fully secured email system in place, ensuring safer communication in your workplace.

Thursday 15th May - 11:00am

Book here: [Interactive Workshop: Securing Your Email Systems for Social Care Providers Tickets, Thu, May 15, 2025 at 11:00 AM | Eventbrite](#)

Caldicott Guardian Learning Network

These sessions have been designed for Caldicott Guardians working in adult social care. This can include staff in care organisations who undertake the role of Caldicott Guardian or have a Caldicott function in their job role, for example:

- Owners
- Registered Managers
- Nurses
- Senior Care Staff
- Administrators
- IT Professionals
- Quality & Compliance Leads

The session is organised by Digital Care Hub and will be chaired by the National Care Forum.

Thursday 12th June

12:00pm

Book Here: [Caldicott Guardian Learning Network - Digital Care Hub](#)

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