SUBMITTING YOUR DATA SECURITY & PROTECTION TOOLKIT (DSPT)

All organisations that require access to NHS patient data and systems must use the Data Security and Protection Toolkit (DSPT) to prove good data security and personal information handling practices.

The DSPT is an online self-assessment tool that enables organisations to measure and publish their performance against the National Data Guardian's ten data security standards.

All organisations that are required to comply with the DSPT must resubmit annually by 31 March with a self-assessed grade—which is then reviewed and confirmed by the NHS:

- **'Standards not met'** – the organisation has not completed all mandatory assertions
- **'Standards met'** – the organisation has completed all mandatory assertions
- **'Standards exceeded'** – the organisation has completed all mandatory assertions and at least one of the non-mandatory assertions

A status of 'standards not met' is undesirable because it could lead to an organisation being denied access to information sharing tools, such as NHSmail.

Reducing the burden on your team

With the day-to-day requirements of an organisation's information governance and security, there is never a 'right' time to prepare for a DSPT submission or audit. PGI's Information Assurance Consultants can take the burden off your internal team, to enable them to focus on the important ongoing activities that keep your organisation's information secure.

We can undertake all or part of your DSPT submission depending on your requirements; from identifying the correct scope to undertaking a gap analysis and then implementing the controls. Once the 'Standards met' status as been achieved, we can help your organisation remain compliant, which facilitates submission in future years.

Our team can also take responsibility for your mandatory audit depending on your organisation profile.

Helping your organisation simplify its DSPT submission

There are also steps you can take to further reduce the burden of the DSPT submission on your team, such as additional accreditations that will add real value to the information governance and security of your organisation at the same time. We can work with you to help identify what additional accreditations can aid your DSPT submission.

In some cases, a Cyber Essentials Plus or ISO 27001 accreditation may be an appropriate means to reduce the overall burden of compliance to your organisation and PGI can provide a plan to implement these. We will take into account your existing policies, processes and procedures, allowing you to maximise the impact of compliance best practice which, in many cases, your organisation may already achieve.

WHY CHOOSE PGI

PGI is a UK-based risk mitigation consultancy with key services across risk analysis, cyber security, intelligence and training. We believe that cyber and information security don't need to be overly complicated, incomprehensible or vastly expensive.

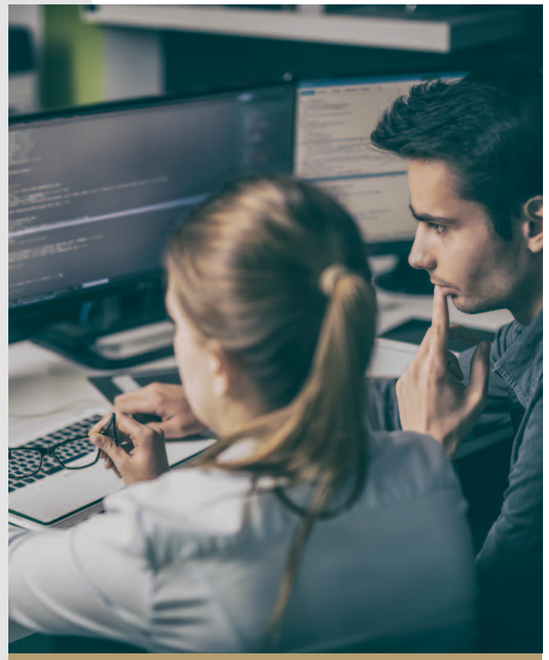
A tailored approach
Not every business is the same, so we don't attempt to approach every project in the same way. We get to know your organisation, so we can provide appropriate advice.

Practical and affordable
Solutions are affordable because they are proportionate only to a client's needs, not a blanket approach.

Cross-sector experience
PGI are made up of personnel with backgrounds in security, law enforcement, intelligence, the military and academia and have implemented information security measures across a wide range of industries.

Global experience
PGI have worked with companies in more than 50 countries.

Vendor-neutral advice
PGI are vendor-neutral, so we will always act in your best interests when assessing your risks and offering a solution.



OTHER PGI SERVICES

Since 2013, PGI has been helping organisations of all sizes achieve compliance with a range of frameworks, including ISO 27001, PCI DSS and GDPR.

We also offer a wide range of cyber security services, including vulnerability assessments and penetration tests, which may be required to achieve the DSPT 'Standards not met' status.

Understanding the threats that your organisation and industry are up against will help you defend your data, infrastructure and reputation. Talk to our team to discuss your cyber and information security needs and how we can help.

NHS DATA SECURITY & PROTECTION TOOLKIT (DSPT)

1. ORGANISATION PROFILE	2. GAP ANALYSIS	3. IMPLEMENTATION	4. INDEPENDENT AUDIT	5. CONTINUOUS IMPROVEMENT
WHAT IS IT?				
Establishing the organisation profile is the first step in completing your DSPT assessment. It is determined by category and certifications and these in turn will directly impact the mandatory assertions that you must respond to.	Gap analysis involves comparing what you are currently doing against what you must do within the DSPT to achieve a 'Standards Met' status.	Implementation is about putting in place the necessary control measures and completing your application to demonstrate compliance with DSPT.	This provides an independent and expert view of your organisation's DSPT submission and compliance with the requirements.	Continuous improvement is maintaining best practice security, and your compliance with the DSPT.
WHY DO YOU NEED IT?				
Determining the correct organisation profile can prevent over-resourcing, saving time and reducing costs. Providing evidence of any Cyber Essentials+ or ISO 27001 certifications held by your organisation may also reduce the number of mandatory assertions.	It informs where there are shortfalls in compliance and where efforts must be concentrated to meet all mandatory requirements.	Completing the DSPT is a contractual requirement for those organisations who provide care through the NHS Standard Contract. Failure to implement the necessary controls means the organisation is not compliant and will not achieve a 'Standards Met' status. This can increase the risk of data breaches and may impact your ability use NHS data and systems, such as NHSmail.	Category 1 and 2 organisations (incl. Acute Hospital Trusts, Mental health Trusts, Ambulance Trusts, Community Support Trusts and Clinical Commissioning Groups) are required to demonstrate that an independent audit of their DSPT submission has been completed. Category 3 and 4 organisations may also find benefit in having an independent audit of their submission, offering reassurance that it has been completed to a suitable standard.	Organisations must maintain their compliance with the DSPT and must re-submit an assessment of their compliance annually.
HOW CAN PGI HELP?				
PGI can help review the suitability of your organisation's categorisation and of any certifications held.	The gap analysis provides a view of where effort needs to be concentrated to ensure compliance, and which actions should be performed first. This can help with project planning, resource forecasting and budgeting. You will be provided with a detailed Gap Analysis Report, detailing the findings and prioritised recommendations.	With PGI's support, your organisation can be assured that control measures implemented are pragmatic and provide the appropriate levels of assurance. As an example, PGI consultants can apply their expertise to develop best practice security policies and procedures, allowing your workforce to focus efforts on other implementation activities. PGI can also perform penetration tests and vulnerability assessments against your systems. Our consultants will guide you through the DSPT and help you complete the assessment.	PGI can conduct an independent audit of your DSPT submission and provide a full report in line with NHS Digital best practice to enable you to evidence this assertion.	PGI can provide ongoing compliance support, including offering expertise on how to improve security controls and reviewing any business changes and their impact to your DSPT submission. PGI can also provide: • Annual data security training, as per assertions 3.2, 3.3, 3.4 and 3.5 • Support to achieve Cyber Essentials + or ISO 27001 which can reduce your organisation's mandatory assertions. • Penetration Testing • Vulnerability Assessments
HOW LONG WILL IT TAKE?				
Determining the organisation profile can be achieved quickly. Approx. 2 hours.	This depends on the organisation profile as the categorisation of the organisation and relevant certifications held can impact the number of mandatory assertions addressed. Approx. 8 – 10 days	This is heavily dependent on the organisation's current levels of compliance and the support required. This ranges from helping to complete the assessment to assistance in developing and implementing suitable security controls. Performing a Gap Analysis can help to establish levels of compliance, with the findings used in project planning and resource forecasting.	This depends on the organisation profile; the categorisation of the organisation and relevant certifications held can impact the number of mandatory assertions addressed. Approx. 3 days	For all ongoing support, PGI will provide clear timescales that consider the organisation profile and the complexity and scale of operations.
WHY DO I NEED PGI?				
PGI's consultants are familiar with the DSPT and can show you how to define the organisation profile. Additionally, our review of your profile provides reassurance that the appropriate questions will be addressed.	PGI consultant's expertise in the DSPT allow them to accurately assess your organisation's current levels of compliance and provide pragmatic recommendations. With the help of PGI a gap analysis can be performed more efficiently and effectively than by internal staff, who are likely to hold other responsibilities, and may not be as familiar with the mandatory assertions.	It may be the case that your organisation is best placed to perform much of the implementation. However, where necessary, PGI consultants can provide support and advise where specialist expertise is necessary, or where your organisation lacks the appropriate resource. Engagement with PGI allows an independent and unbiased view of the suitability of the controls being implemented.	PGI consultants' expertise in the DSPT allow them to accurately assess the suitability of your DSPT submission and can offer recommendations where applicable.	PGI's expertise and experience can help you devise an effective continuous improvement programme that is suitable for your business. PGI consultants provide you with specialist knowledge and resource capacity, enabling your workforce to concentrate on their core operations.