



National Opt-Out Compliance Checklist

Once completed this checklist can be used to demonstrate compliance for the Data Security and Protection Toolkit

1. Fair Processing Notice (Privacy Notice/policy) has been updated and includes information on National Opt-Outs	Yes
2. We have ensured that Staff dealing with patient/public enquiries know to signpost patients/public to www.nhs.uk/your-nhs-data-matters for information on the national opt-out programme	Yes
3. The DPO, Caldicott Guardian and SIRO are aware of and have ensured the implementation of the national opt-out policy by the organisation	Yes
4. "Your data matters to the NHS" posters and handouts are available in public areas	Yes
5. Our Data Flows/Disclosures have been reviewed to identify those that are in scope of national data opt-outs	Yes
6. We have data flows that may be subject to the national data opt-out https://digital.nhs.uk/services/national-data-opt-out-programme/understanding-the-national-data-opt-out	Yes
7. We have applied the national data opt out to these flows	Yes
8. These are the technical or other solutions in place; <div><div>i.</div>MESH client software</div> <div><div>ii.</div>MESH mailbox</div>	N/A N/A

iii. SOP in place to check NHS Numbers and creation of files prior to disclosure	Yes
iv. Technical solution included in clinical system (EMIS, TPP etc.)	Yes
v. Other <i>(state below in the space provided)</i>	N/A
9. DPIAs are completed for new projects and or processes and we have included a question to capture where national data opt outs may apply	Yes
10. SOPs or equivalent are in place to ensure compliance with National opt-outs <i>(where relevant)</i>	Yes
11. We have ensured that any agreements or contracts that we have in place with Processors of data for which we are Controller/Joint Controller for include clauses relating to the application of the national data opt out	Yes

Declaration of Compliance

We confirm that we have taken all appropriate steps to become compliant with the national data opt out policy.

Name: Wendy Jowitt

Position: Practice Manager

Date: 24th September 2025

Compliance Statement has been published on the organisations website – Yes