Royal Devon & Exeter NHS Foundation Trust
Data Protection Impact Assessment Toolkit   **Version 4**

DPIA Reference	*DPIA1219*
DPIA Title	Library Management System SWIMS
Summary of Proposal This is provided to Information Governance Steering Group and Safety and Risk as an overview of the project. It is also published on the website and should provide the public with an understanding of the information asset and how data is protected as a standalone statement.	To replace an existing library management system which is becoming outdated. The proposed new system is used by all trust libraries across the HEE South area, including NDH, to manage the circulation of library books and other materials to NHS staff and students on placement. In order to track these loaned items, it is necessary to record contact and other details about those who borrow the items. It is managed and funded by HEE. This change will bring us in line with those library services, enabling more efficient collaborative working. Our existing system is shared with and hosted by the University of Exeter. They are changing to a new library management system in the summer of 2022, and will be looking to pass on costs to Exeter Helath Library if we continue to share their system. The library management system does no host and patient data. It hold basic details of staff members who are registered with the library including name and email address, plus optional telephone contract details.Data is protected by Secure FTP in transfer, and secure HTTP for static data.
Date Ratified	23 May 2022