

Information Asset Register Snapshot – November 2021

Asset Number	Asset Name	Asset Description	Primary purpose	Secondary Purpose	Business Critical	Department	Category	Hardcopy /Electronic
1	CAS Cards - Casualty Cards (MIUs)	Forms used by MIU to capture patient demographic, consultation and treatment information	Patient treatment	None	Yes	Minor Injuries Units	Form	Hardcopy
2	Dietetics Salisbury Database	Patient administration system used by Dietetics team (Salisbury)	Patient treatment	None	No	Dietetics Team	Database	Electronic
3	Easy Expenses	System used to manage Staff expenses	Staff expenses	None	No	Finance	Web-based	Electronic
4	Rehab My Patient	A web-based platform used to send information/exercise videos to physiotherapy patients	Patient treatment	None	No	Specialist Services	Web-based	Electronic
5	Glasscubes	System used for the upload and sharing of papers for Board and Board sub-committee meetings	Corporate records management	None	No	Corporate Services	Cloud-based	Electronic
6	Allocate HealthRoster	Electronic rostering system	Staff administration	Bank and agency shifts, sickness, annual leave	Yes	Corporate/HR	Software	Electronic
7	ESR (IBM)	Electronic staff records system	Staff administration	Payroll system	Yes	Corporate/HR	Software	Electronic
8	WHC Intranet	Repository for staff information	Staff resource	None	No	Corporate Services	Web-based	Electronic
9	WHC Internet	Repository for public information	Public resource	None	No	Corporate Services	Web-based	Electronic

10	Infohealth (f2) Medical Equipment Asset Management System	Medical and patient-related equipment management	Stock control	None	No	Corporate Services	Software	Electronic
11	LanSweeper	IT Asset Management System	Stock control	None	No	IT and Informatics	Software	Electronic
12	NUTRIMEN	Patient records regarding dietary concerns	Patient treatment	None	No	Dietetics Team	Web-based	Electronic
13	Xpert Health	Used to add patient information to who have attended Xpert sessions. Structured education for anyone who is overweight or diagnosed with prediabetes or diabetes	Patient treatment	None	No	Diabetes Team	Web-based	Electronic
14	DATIX	Incidents/Risks system	Risk/Complaints and Incident management	None	No	Organisation wide	Software	Electronic
15	Medical Records Libraries	Storage of paper health records	Patient treatment	None	No	Corporate Services	Repository/Library	Hardcopy
16	Training Tracker	Staff on-line training system (feeds ESR)	Staff training records	None	No	Organisation wide	Software	Electronic
17	SYSTEM-ONE - Wiltshire Community Healthcare PAS/EP R system - external system	Patient administration system used by Community Teams, Continence, MSK Physio, Podiatry, Dietetics, Diabetes, SALT	Patient treatment	None	Yes	Organisation wide	Software	Electronic
18	Credence	DBS checks database	Carrying out DBS checks	None	No	HR	Software	Electronic

19	Medequip TCES - continence product ordering system	Database containing patient contact details and continence product requirements	Ordering and delivery of continence products	None	No	Wiltshire Continence Service	Software	Electronic
20	NHS Mail	Email service managed by NHS Digital	Staff emails	None	Yes	Organisation wide	Web-based	Electronic
21	Medway - owned by GWH	Patient administration system used by inpatient wards and Diabetes. Medway is a system owned by GWH for which WHC access with their permission	Patient treatment	None	No	Inpatient s/Diabetes	Software	Electronic
22	Restore	Off-site archive - patient records	Retention of patient information	None	No	Clinical teams	Software	Electronic
23	DIAMOND - Diabetes patient information management system - owned by RUH	Patient administration system used by Diabetes team	Patient treatment	None	No	Diabetes Team	Software	Electronic
24	SYNAPSE/PACS - owned by RUH	Portal used to order/retrieve patient results	Patient treatment	None	No	Specialist Services	Software	Electronic
25	ICE - owned by RUH	Portal used to order/retrieve patient results	Patient treatment	None	No	Specialist Services	Software	Electronic
26	Liquid Logic-owned by Wiltshire Council	Patient administration system provided by Wiltshire Council	Patient treatment and recording	None	No	Adults with Learning Disabilities	Software	Electronic

27	BI - Business Intelligence	A system to find out what teams a patient has been under on S1.	Patient treatment	None	No	Informati cs	Softwar e	Electronic
28	Elftman pressure system provided by Algeos	Used by podiatry services to run equipment	Patient treatment	None				Electronic
29	React 2 provided by React1 Ltd	Provides online, interactive speech and language therapy exercises for people	Patient treatment	None	No	Adult Speech and Language Therapy	Web-based	Electronic
30	Picker	Friends and family		None				Hardcopy
31	Cohort	OH screening	OH screening	None	No	Human Resources	Web-based	Electronic
32	NHS Jobs	Advertising WHC job vacancies	Recruitment	None	No	Human Resources	Web-based	Electronic
33	Rehabilitation Management System (RMS)	Ordering of orthotics devices from Blatchfords	Patient treatment	None	No	Orthotics	Softwar e	Electronic
34	Unit 4 (Aggrosso)	Procurement Software (RUH)	Procur ement	None		Finance	Softwar e	Electronic
35	Libre View	Online system to view patient blood glucose readings from FreeStyle Libre device	Patient treatment	None	No	Diabetes	Web-based	Electronic
36	Diasend	Online system to view patient blood glucose readings from other BG meters	Patient treatment	None	No	Diabetes	Web-based	Electronic
37	Lorenzo - owned by SFT	Patient administration system used by Diabetes team	Patient treatment	None	No	Diabetes	Softwar e	Electronic
38	Results	System used by the South Diabetes Team to check patient test results	Patient treatment	None	No	Diabetes	Softwar e	Electronic

39	SPACE for COPD	An online self-management programme providing educational materials to patients about how to manage their COPD. Pilot to be trialled as part of COVID-19	Patient treatment	None	No	Respiratory Service	Web-based	Electronic
40	LeDer	Database onto which information relating to the deaths of patients with learning disabilities is entered.	Clinical Audit	None	No	Adults with Learning Disabilities	Web-based	Electronic
41	SmartSurvey	Web-based platform used by Quality Team to create surveys (e.g. the MSK Health Questionnaire)	Clinical Audit	None	No	Various departments, however maintained within the Quality Team	Web-based	Electronic
42	National Audit for Care at the End of Life (NACEL)	Web-based platform used by Quality Team to add information about deceased patients for the purpose of producing anonymous, national statistics published by NHS England. The platform is managed by NHS Benchmarking.	Clinical Audit	None	No	Quality	Web-based	Electronic
43	Microsoft Teams	Microsoft Teams is one of the most useful and effective ways to build a digital workspace on the go. With this tool, you can share, collaborate, meet, and communicate with people from inside and outside the organisation, however WHC primarily use teams for internal communications.	Communication	None	No	IT	Software	Electronic
44	WhatsApp	A messaging app owned by Facebook which allows users to send text messages, voice messages, make voice and video calls, and share images, documents, user locations and other media.	Communication	None	No	Multiple Departments	App (Mobile/ Tablet)	Electronic

45	Track and Trace	Collection of test and trace data of visitors to wards and individuals accompanying patients to outpatient appointments, staff on wards from other areas, external healthcare workers and visitors. Data will only be shared with NHS Test and Trace upon request. The data are stored in logs in secure folders, managed by the IAA. Data are deleted 21 days after entry.	COVID	None	No	Executive Team	Database	Electronic
46	Scanned Board Personnel Records	Collection of personal documentation for each Board member stored on the w-drive, including requirements for Fit and Proper Persons.	Staff records	None	No	Corporate Services	Database	Electronic
47	myCOPD (pilot)	myCOPD is the completed app for patients suffering from COPD. Perfect inhaler technique videos, online rehab classes	Patient treatment	None	No			Electronic
48	Attend Anywhere	Video technology for clinical consultations	Patient Consultation	None	No	Specialist Services	Software	Electronic
49	Ki Activ (pilot)	Dashboard for monitoring activity of COPD patients		None	No	Respiratory Services		Electronic
50	Web Collaborative Tools	Website for diabetes patients with educational resources	Patient treatment	None	No	Diabetes	Web-based	Electronic
51	Skyguard	Lone working app	Staff safety	None	No		App (Mobile/ Tablet)	Electronic
52	Oviva	Digital education programme for diabetes patients	Patient treatment	None	No	Diabetes	Software	Electronic
53	Centraliti	IT Support and technology services provider	To provide IT services to WHC	None	No	Informatics	Web-based	Electronic

54	Live Events	Production functionality of 'teams' for Live Events for an audience exceeding 250. Meant for one to many broadcast video and meeting content to a large audience	Communication	None	No	Corporate Services	Software	Electronic
55	Diabetes Active RTT and Caseload Viewer	Management tool used by Diabetes Manager to review: waiting times, referrals to the appropriate pathways etc., appointment outcomes etc.	Manager to review: waiting times, referrals to the appropriate pathways etc., appointment outcomes etc.	None	No	Diabetes	Spreadsheets	Electronic
56	Caseload List (with Shared Record Data)	Caseload List of Diabetes patients generated by SystemOne Team used to prioritise patients based on data about the severity of their conditions, among other factors.	Patient treatment prioritisation	None	No	Diabetes	Spreadsheets	Electronic
57	HR Current Staff Records	Staff records saved in HR's shared area on the 'W' drive	Staff administration, legal obligations to hold staff and training records	None	No	Human Resources	Shared Folder	Electronic
58	HR Former Staff Records	Staff records sent to Restore plc to be archived.	Complying with NHS Records Management Code of Practice 2016	None	No	Human Resources	Repository/Library	Hardcopy

59	Strategic data collection service(SDCS) Web portal	A secure data collection system used by health and social care organisations to submit data to NHS digital	National reporting	None	No	Operations	Web-based	Electronic
60	Strategic Executive Information System (STEIS) Website	National system used to report serious incidents to the CCG	Serious Incident reporting	None	No	Quality	Web-based	Electronic
61	ERS (Electronic Referral System)	Referral system used by Specialist Services to send referrals to external organisations such as secondary care	Patient treatment	None	No	Specialist Services	Software	Electronic
62	Network Folders (W Drive)	Secure electronic filing system	Storage	None	Yes	Informatics	Shared Folder	Electronic
63	On Site storage	Secure storage of information at multiple localities of WHC sites	Storage	None	No	Organisation wide	Repository/Library	Electronic
64	Confidential Waste Bins	A secure depository for confidential information to be disposed of	Storage	None	No	Organisation wide	Repository/Library	Hardcopy
65	USB External storage	External storage system	Storage	None	No	Organisation wide	Hardware	Electronic
66	Dictaphones	A sound recording device most commonly used to record speech for playback or to be typed into print	Patient treatment	None	No	Orthopaedic Interface Service	Hardware	Electronic
67	Device Hard Drives	Hardware component of a device that stores all digital content such as documents, music, videos, programmes, application preferences and operating system	Storage	None	No	Informatics	Hardware	Electronic
68	Mobile Phones	Telephone device used for the purposes of communication	Communication	None	No	Informatics	App (Mobile/ Tablet)	Electronic
69	Vodafone	Provision of mobile phone devices to WHC staff	Employee Administration	None	No	Informatics	Web-based	Electronic

70	Network Folders (T Drive)	Secure electronic filing system	Storage	None	No	Informatics	Shared Folder	Electronic
71	Dictation Software	Software used for dictation purposes	Patient treatment	None	No	Orthopaedic Interface Service	Software	Electronic
72	Facebook	A social media and social networking service	Communication	Promotion	No	Corporate Services	Web-based	Electronic
73	Twitter	A social media and social networking service	Communication	Promotion	No	Corporate Services	Web-based	Electronic
74	Youtube	Video sharing service	Patient Treatment	Communication	No	Corporate Services	Web-based	Electronic
75	Mytype diabetes1	Educational resources for diabetes patients	Patient Treatment	None	No	Diabetes	Web-based	Electronic
76	KPMG Central	System used to facilitate the mandatory external audits in which WHC is required to partake by making any relevant documents available efficiently and securely.	Audit	None	No	Finance	Database	Electronic
77	Community Inpatient GWH Coders' Folder	A secure folder on the WHC W drive containing discharge summaries to which coders from Great Western Hospitals NHS Foundation Trust will have access.	Coding	None	No	Inpatients		Electronic
78	Concept Management	Secure disposal of IT hardware	Disposal	None	No	Informatics		Hardcopy
79	Shared decision making tools	BSW patient feedback pilot around Shared Decision Making	Patient Feedback	None	No			Electronic

80	Long COVID Online Platform	This online platform provides long-term COVID-19 sufferers with access to educational resources and advice from clinicians from University Hospitals Leicester. It also allows WHC to access information about their progress for their treatment. Secondary purposes appear include both audits conducted by WHC as well as UHL	Patient Treatment	None	No			Electronic
81	Microsoft Bookings	The Bookings app in Microsoft Teams offers a simple way to schedule in-person and virtual appointments, such as healthcare visits Schedulers can manage multiple department and staff calendars, as well as communications with internal and external attendees, from a single experience. The virtual appointments themselves are held via Microsoft Teams Meetings, which offers robust videoconferencing capabilities.	Patient Treatment	None	No	IT	Software	Electronic
82	Patient and Public Involvement Database	Database to store information on individuals who have consented to participate in WHC patient and public involvement work.	To store information on individuals who have consented to participate in WHC patient and public involvement work.	NA	No	Corporate Services	Database	Electronic

83	DropBox	File hosting service where files can be stored, shared and downloaded	Upload and download of files	NA	No	Corporate Services	Cloud-based	Electronic
84	All Placements 1	Spreadsheet for student placements across WHC	To store information on students on placement within WHC	NA	No	Education and Development	Spreadsheet	Electronic
85	LanSweeper	Collection of computer hardware and software data to support rolling refresh planning, identification of problematic or faulty machines, ensure legal compliance with software licensing and identify any security issues or rogue hardware/software installed in the LAN environment.	Asset-management	NA	Yes	IT	Software	Electronic
86	Your COVID Recovery	This online platform provides long-term COVID-19 sufferers with access to educational resources and advice from clinicians from University Hospitals Leicester. It also allows WHC to access information about their progress for their treatment. Secondary purposes appear include both audits conducted by WHC as well as UHL	Direct care to patients	NA	Yes	MSK and Long-term Conditions	Web-based	Electronic
86	Wheelchair Users' Questionnaires (Goals and Outcomes)	Spreadsheets containing bulk lists of patients' responses to the Wheelchair users' Goals and Outcomes questionnaires	Clinical audit	NA	No	Wheelchair Service	Spreadsheet	Electronic
87	COVIDTrack	Management of COVID vaccination data	Occupational health	NA	Yes			
88	FluTrack	Management of COVID vaccination data	Occupational health	NA	Yes			

89	HealthRoster Optima (Allocation)	Rostering software for WHC staff	Staff business function	NA	No	Human Resources	Software	Electronic
90	Apogee	Managed-print service entailing staff scanning their ID badges/entering codes so that print jobs can be properly logged for budget allocations etc.	Business function	NA	Yes	IT	Equipment	
91	tQuest	SystemOne linking to Salisbury NHS Foundation Trust's tQuest system for Pathology and Radiology reports tQuest/Review are long established applications that are widely used by our local GP's. It is a 'BAU' application and is managed by our internal Application Support Team.	Direct care to patients	NA	Yes	Information (Salisbury NHS Foundation Trust)	Software	Electronic
92	Antibody Testing (SmartSurvey)	Utilising Smart Survey to collect staff details that will be used to arrange a COVID-19 antibody test for them.	COVID; occupational health	NA	Yes	Corporate Services	Software	Electronic
93	Lateral Flow Testing (SmartSurvey)	Use of smart Survey to collate lateral flow results, only collecting employee assignment number	COVID; occupational health	NA	Yes	Corporate Services	Software	Electronic
94	Subject Access Requests Folder	Folder used to save all SARs and responses. W:\Wiltshire_Health_&_Care\Meetings\Information Governance Group\Supporting Documents\A.Subject Access Requests	Responding to SARs	NA	No	Information Governance	Shared Folder	Electronic
94	Fresh Service	Ticketing system for S1 queries	Technical support for S1 users	NA	No	Information Management Services	Cloud-based	Electronic