

IG Toolkit version 8 - briefing for general practice, community pharmacy, dental practice and eye care services

The IG Toolkit is now in its 8th year and has evolved to the point where it is being used by over 20,000 organisations and increasing annually.

It was decided that a major overhaul was needed for version 8, so back in July last year we started a consultation process with users from all backgrounds, from SHAs and NHS trusts through to GPs, pharmacists and commercial third parties. 300 questionnaires, 20 workshops and 2 phases of user testing later, version 8 is ready!

Version 8 assessments for GPs and community pharmacies will be available from 13 July 2010.

Dental practice and eye care services requiring registration should contact the IG Policy team at pharmacy.assurance@nhs.net or by phone on 0113 394 6540.

The changes

If you have done an assessment before, you will notice some significant changes to the way the system looks and operates, **BUT** virtually all the evidence necessary to meet each requirement is the same.

1. System changes

A key improvement was to make the system more intuitive, so you should be able to get started more easily. There is a 'Quick Start' Guide for you to refer to though, and more detailed information about completing an assessment which you can access from the 'Quick Start' Guide or from the 'Help' menu item.

For ease of use we have merged the on-line requirement and guidance document, and you can download the requirements in a single PDF booklet for off-line working.

You can now create additional users of the IG Toolkit for your organisation without having to contact us. But you need to be aware that anyone you register will have the same permissions. That means they will be able to change scores, submit the assessment and register other users.

2. Requirement changes

Some of the requirement numbers have had to be changed but the guidance for each requirement has been made much clearer and there are fewer requirements for you to complete.

Previous assessments

I've started a version 4 or version 7 assessment do I need to complete it before starting version 8?

This will depend on how far along you were in the assessment. For example:

- If a previous assessment has been created and scores have been entered you may as well complete it and then start on version 8.
- If a previous assessment has been created but no scores entered, it would probably make sense to reset the assessment and start work on version 8.
- If you did not log onto the Toolkit during the life of version 7 (between 30 June 2009 and 25 June 2010) you will **not** now be able to create a version 7 assessment.

In all cases a version 8 assessment should be submitted by 31 March 2011.

Information for Primary Care Trusts

IG Toolkit requirements have been provided for dental practices and eye care services to assist Primary Care Trusts (PCTs) with the requirement to obtain IG assurances from the organisations from which they commission NHS services.

PCT overview reports

These reports enable PCTs to view the IG Toolkit assessments for general practices and community pharmacies in their patch. In the future we hope to provide similar access to enable PCTs to view assessments of their dental practices and eye care services.

Information Governance Policy
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