

Questions:

1. Documents describing SPPG's role, responsibility, or access rights in relation to:
 - the BSO data warehouse
 - population health datasets
 - performance and planning datasets
 - neurology patient flows
 - urology patient flows

2. All SPPG-approved:
 - data models
 - dashboards
 - risk stratification tools
 - reportsthat draw on BSO-held patient-identifiable data.

3. A list of:
 - SPPG staff with access to BSO data systems
 - the level of access each user holds
 - the purpose of their access

4. A yes/no:
 - Does SPPG extract or request patient-level identifiable data from BSO?
 - Does SPPG review coding, pathways, or clinical histories?

Response:

1. In response to this element of your request I would advise as follows:
 - SPPG staff engages with the BSO Data Warehouse to access non-identifiable aggregated data in respect of both Secondary and Community Care which is placed into the Data Warehouse primarily by HSC Trusts.
 - SPPG hold financial returns from HSC Trusts, that are used for performance and planning. These include Annual Trust Financial Returns for Expenditure and Salaries, Monthly Financial Monitoring Returns, Annual Cost Submissions and Monthly Agency Expenditure information. SPPG Finance's role in relation to the data is to collate, quality assure, calculate Northern Ireland Total Expenditure or Average Costs, utilise the data to assess financial performance and Value for Money in service developments, and respond to requests for Financial Information in relation to, for example, Assembly Questions. Please see documentation attached including: Data Flow Diagram, Data Protection Impact Assessment and associated Memorandum of Understanding for the Patient Level Information & Costing Systems (PLICS)

2. Annual Costing Data submitted by HSC Trusts to SPPG are based on both pseudonymised patient level data and aggregate patient data.

The outputs from this process are Total Trust Costs by Service and NI Average Unit Costs data published on the DOH website at the following link –

<https://www.health-ni.gov.uk/articles/trust-reference-costs#:~:text=Reference%20Costs%20provide%20indicators%20of%20the%20unit,2023/24%20c>

[osts%20may%20not%20be%20fully%20mature](#) and an internal regional costing data dashboard that provides similar information on the cost data to allow Trusts to assess how they compare to their peers

Relevant SPPG staff receive or have appropriate access to:

- weekly & monthly reports from BSO on dental registrations and expenditure relating to health service dental practices.
- a leaver and joiners' dashboard which sets out the number of children and adults registering with a General Dental Practitioner each month and the numbers deregistering.
- a dashboard which sets out the percentage of the adult and child population registered with general dental practitioners (GDPs) by different geographical units.
- the Prescribing Information Database (Microsoft Access platform)
- primary and secondary care activity datasets with respect to optometry and ophthalmology (non-identifiable).

3. In response to this aspect of your request which seeks a list of SPPG staff with access to BSO Data Systems; whilst we have provided an overview of staff access below, SPPG is of the view that is not appropriate to provide an identifiable list of staff for reasons of both security and for the wider implications in respect of the health and safety of SPPG employees. Details of the applicable exemptions can be found in the Exemption Schedule detailed in Appendix One attached.

- A number of SPPG staff have access to BSO data systems to enable the production of aggregate reports for planning and performance monitoring purposes - the level of access is for non-patient identifiable information;
- The Patient Travel Team accesses a Web View platform to check residency status of patients in order to confirm patient entitlement to SPPG supported treatment and to pay resulting non-contracted activity UK NHS provider invoices on a read only basis. This Team also use an e-Financials System, known as EFIN. The system is used by restricted members of the Team for the creation of New Suppliers (Patient & Escorts) to enable reimbursement of Patient Travel Reimbursement Claims and reimbursement of treatment costs relating to the Waiting List Reimbursement Scheme (Patient) - patient level data (name, address, bank account details) is provided securely by the Team to BSO colleagues and held on EFIN system to enable payments. Each user has read access only - limited to search function.
- Staff members supporting the Dental Access Scheme have read only access to the BSO dental registration data in order to check registration status before signposting to a Dental Access Provider.
- For the purposes of managing and monitoring registrations with General Dental practitioners relevant staff have access to non-identifiable reports/dashboards.
- Relevant staff have access to the Prescribing Information Database for the purposes of reviewing prescribing practice in order to support GP practices in prescribing safely; or dealing with queries in relation to prescribing and dispensing. Healthcare Numbers and prescription images can be viewed for medicines of high risk in order for relevant staff to check that prescribing and dispensing information is accurate. Access is strictly controlled.

- Staff members managing activity and performance of optometry and ophthalmology services are provided with non-identifiable activity data reports.
- The Finance team in SPPG received access for one individual member of staff in mid-2023 to the BSO Data Warehouse. This is read and reporting access (i.e. cannot edit data) for the purpose of developing patient level cost activity reports.

4.

- In response please see the details in points 1 to 3 above.
- In response I can advise that SPPG do not routinely review patient identifiable coding, pathways or clinical histories. On occasion these can be shared anonymously by HSC Trusts where they become relevant to processes such as the Serious Adverse Incident reporting process.

Appendices may be requested from the Information Management Branch (IMB) if required at the following address:

FOI@health-ni.gov.uk

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