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Young London Matters



GOVERNMENT OFFICE
FOR LONDON

Mobility and Young London

Annex 5: Information Sharing Protocols



ALDCS

Association of London
Directors of Children's
Services

Making Every
London Child Matter

Annex 5: Information Sharing Protocols

This annex outlines information sharing protocols for use within the Common Assessment Framework (CAF).

It is part of a series of annexes from *Integrated Working Without Boundaries - The London Common Assessment Framework (CAF) Protocol*.

Relevant documents that support the sharing of information are available at:

www.everychildmatters.gov.uk/informationsharing

Guidance from DCSF / Information Commissioner's Office

For the purposes of supporting *Integrated Working Without Boundaries*, a specific section from *Information Sharing for Managers and Practitioners* (DCSF, 2008) has been included here.

This guidance (set out below) clearly expresses the legal requirements for enabling case management across authority and agency boundaries with regard to information sharing protocols.

Section 4.13

Information Sharing Protocols¹ are not required before front-line practitioners can share information about a person.

By itself, the lack of an Information Sharing Protocol must never be a reason for not sharing information that could help a practitioner deliver services to a person.

Information Sharing for Managers and Practitioners (DCSF, 2008)

This approach is supported by the Information Commissioner's Office:

All organisations can accomplish information sharing lawfully by adhering to governing legislation and the principles of the Data Protection Act whether an Information Sharing Protocol is in place or not.

An Information Sharing Protocol is a useful tool in some circumstances. It is not a legal requirement.

An Information Sharing Protocol is a useful tool with which to manage large scale, regular information sharing. It creates a routine for what will be shared, when and with whom and provides a framework in which this regular sharing can take place with little or no intervention by practitioners.

It is not a useful tool for managing the ad hoc information sharing which all practitioners find necessary. Most importantly it is not intended to be a substitute for the professional judgement which an experienced practitioner will use in those cases and should not be used to replace that judgement."

Information Commissioner's Office, Reproduced in *Information Sharing for Managers and Practitioners* (DCSF, 2008)

¹ An ISP is a signed agreement between two or more organisations or bodies, in relation to specified information-sharing activity and/or arrangements for routine or bulk sharing of information.

