Senior Information Risk Owner (SIRO)

A SIRO must be a separate member of staff to the Caldicott Guardian.

SUMMARY

- The Senior Information Risk Owner (SIRO) will take overall ownership of the Organisation's Information Risk Policy, act as champion for information risk.
- The SIRO is expected to understand how the strategic business goals of the Organisation may be impacted by information risks, and how those risks may be managed
- The SIRO will implement and lead the NHS Information Governance (IG) risk assessment and management processes within the Organisation
- The SIRO shall receive training as necessary to ensure they remain effective in their role as Senior Information Risk Officer.

KEY RESPONSIBILITIES

- Oversee the development of an Information Risk Policy.

- Take ownership of the assessment processes for information risk, including prioritisation of risks and review of the annual information risk assessment to support and inform the Statement of Internal Control.

- Ensure that Organisation are kept up to date and briefed on all information risk issues affecting the organisation and its business partners.

- Review and agree actions in respect of identified information risks.

- Ensure that the Organisation's approach to information risk is effective in terms of resource, commitment and execution, being appropriately communicated to all staff.

- Provide a focal point for the escalation, resolution and/or discussion of information risk issues.

- Ensure that identified information threats and vulnerabilities are followed up for risk mitigation, and that perceived or actual information incidents are managed in accordance with NHS IG requirements.

TRAINING

The SIRO will be required to undertake information risk management training at least annually to be able to demonstrate their skills and capabilities are up to date and relevant to the needs of the organisation.

The following modules on the Information Governance Training Tool are mandatory for SIROs:

- Introduction to Information Governance
- NHS Information Risk Management for SIROs and IAOs
- Business Continuity Management

Ophthalmic Contractors must demonstrate commitment to this training being completed within 2014/15, which will be adequate for signing up to the NHS Standard Contract.

Guidance can be found in the Information Governance Toolkit www.igt.connectingforhealth.nhs.uk