![Log my Care logo]

Digital adoption checklist

✔	Check	Guidance
	Infrastructure	Do you have the necessary hardware, software and internet connectivity to support digital tools and services? This includes computers, tablets, smartphones and other devices that can access the internet and run software applications.
	Data security	Have you implemented appropriate security measures to protect sensitive data, such as documents, records and personal information from unauthorised access or theft? This includes encryption, firewalls and data backup.
	Training and support	Have you provided your staff with the training and tools they need to use digital systems effectively? This includes training on specific software as well as providing ongoing support to troubleshoot technical issues and answer questions.
	Patient engagement	Have you developed digital tools that enable people to engage with your organisation such as secure messaging or family portals?
	Interoperability	Have you implemented standards and protocols that enable your digital systems to communicate and share data with other healthcare providers and organisations such as GPs, hospitals and pharmacies?
	Compliance	Have you ensured your digital systems and services comply with relevant regulatory requirements such as GDPR?
	Accessibility	Have you taken steps to ensure that your digital services are accessible to all users? This includes formats such as audio and large print.
	Data Security and Protection Toolkit (DSPT)	The toolkit is an online self-assessment tool that allows organisations to measure their performance against the National Data Guardians 10 data security standards. All organisations that have access to NHS patient data and systems must use this toolkit to provide assurance that they're practising good data security and that personal information is handled correctly.