

To:
All Directors of Adult Social Services in England
All Directors of Children's Services in England

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Dear Colleague

The Social Care Record Guarantee for England

We all know that sharing information effectively, confidentially and with consent is essential to good quality care. To support you in doing this the National Information Governance Board for Health and Social Care (NIGB) is launching the Social Care Record Guarantee for England on 21 October 2009 and we are writing to confirm support for this and to ask you to adopt the Guarantee and bring it to the attention of staff and service users.

The Guarantee makes no new requirements on local authorities. It is based on the law, best practice and professional guidelines, and sets out for people how the information they provide to social care is used and what control they can have over this. It also complements the NHS Care Record Guarantee for England and so supports information sharing between health and social care.

There is support for the Guarantee from DCSF, ADASS, ADCS, the LGA, the UK Council of Caldicott Guardians, CAFCASS, The Information Commissioner's Office and 11 Million.

Before the launch date we will send you 100 copies of the Guarantee and the master file will be available on the NIGB web site (www.nigb.nhs.uk) so that you can arrange for further copies should you need them.

If you require any further information about the Guarantee or its launch you can contact the NIGB on 0207 633 7052 or at nigb@nhs.net.

Yours sincerely



Harry Cayton
Chair, NIGB



David Behan
Director General of Social Care, Local
Government and Care Partnerships
Department of Health