

## **The Schedule Part 7**

### **STANDARDS, REGULATIONS AND METHODOLOGIES**

#### **7. SCOPE**

This schedule sets out the standards, regulations and methodologies, which the supplier shall adhere to in providing the services.

Standards specifically relating to security and confidentiality are referenced in Schedule Part 8.

#### **7.1. NHS SCOTLAND**

The system proposed is consistent with the Information Management and Technology Strategy of NHS Scotland. The Supplier should maintain an awareness of the strategy as it evolves, and from time to time produce documented evidence of that awareness.

#### **7.2. TRUST IM&T STRATEGY**

The Trust will provide the supplier with the Trust IM&T Strategy within 30 days of contract signature. The supplier should make the Trust aware in writing within 30 days of receiving the Strategy of any non-compliant issues in relation to the system being supplied.

#### **7.3. DATA ARCHIVING AND RETENTION**

The Trust will provide the supplier with details of its data archiving and retention policies within 30 days of contract signature. The supplier will provide documentation setting out how the system being provided will meet these requirements.

#### **7.4. PROJECT SPECIFIC STANDARDS**

The Trust will agree standards with the supplier to be applied to the project as follows:

- a) Project Management.
- b) System developments.
- c) Change Management and Control.
- d) Capacity planning and monitoring.
- e) Configuration Management.
- f) Initial and ongoing acceptance testing.
- g) Operational procedures.
- h) Technical standards.
- i) Product selection.
- j) Access control.

## **7.5. PROJECT MANAGEMENT**

In delivering the service, the supplier shall, where appropriate, make use of the principles of structured project management as defined within 'PRINCE'.

## **7.6. ADDITIONAL REQUIREMENTS**

The Contractor reserves the right to invoke the Change Control procedure before implementing any and all of the Trust's requirements that do not form part of the Schedule Part 1 but are subsequently identified through the production of the Trust's IM&T Strategy, Data Archiving and Retention policies, NHSiS IT Security Policy, Manual and Guidelines, including Codes of Confidentiality, Caldicott Guidelines and Project Specific Standards.