

TRAINING SESSION AGENDA

Information sharing journey

Aims

- To provide an overview of the toolkit and the underlying conceptual approach of the information sharing journey to Information Solution Design / Strategy & Policy teams.
- To deliver an in-depth session(s) to explore how to use some of the key materials and ultimately work towards embedding their use in the day to day work of the teams.
- Encourage ongoing use of the tools to enable their refinement.

Agenda	
10.00 – 10.10	Introduction & outline of the day
10.25 – 11.00	Explaining the information sharing journey <ul style="list-style-type: none"> • Why do we use a conceptual model and why this one? • What is the evidence that this has any basis in reality? (view MASH case study video) • Introduce the 6 information sharing journey stages
11.00 – 11.10	Information sharing journey bingo! <ul style="list-style-type: none"> • Each attendee is given a bingo card featuring titles of the 6 journey stages. Some facts about each stage are missing on different cards. • Working in small groups (<3), attendees share the information on their cards then fill in the missing gaps. • The examples form a literal journey that mirrors the information sharing journey concept. • By the end of the session, attendees should have complete bingo cards that cover the six stages of the information sharing journey. • The cards can be used during the rest of the day and in the future.
11.10 – 11.30	Refreshment break
11.30 – 12.30	Doctor, doctor <ul style="list-style-type: none"> • A multi-agency scenario is introduced. • Working in groups of 3, attendees review the scenario with the information sharing journey in mind. • The groups diagnose possible issues, eg. Is there a partner missing who ought to be in the discussion? Are there differing cultures creating confusion? • The groups write a prescription for the partnership, based on the index of tools (available via the informationsharing.org.uk website).

Agenda	
12.30 – 13.30	<p>Taking the medicine – part 1</p> <p>Using the multi-agency scenario, the groups work through the requirement-gathering exercises to:</p> <ul style="list-style-type: none"> • Clarify and record the purpose of the information sharing initiative • Establish who should be included in those discussions • Decide what kind of information is needed and where it might be found <p>Each group then provides a 5 minute summary of key lessons learnt</p>
13.30 – 14.30	<p>Lunch</p>
14.30 – 15.00	<p>Taking the medicine – part 2</p> <ul style="list-style-type: none"> • Continuing with the multi-agency scenario, the groups work through the process of developing an information sharing agreement. • Using the template, each group should determine how to implement the agreement, including any policies or training for staff. <p>Lucky dip: Each attendee should anonymously write down one key lesson learnt from the session. These are then read out at random to the group.</p>
	<p>Next steps</p> <p>Attendees are given a quick overview of the tools that haven't been covered, ie. governance, legal gateways, feeding back / refining</p> <p>Thanks for taking part!</p>