

Patient Information Leaflet: digital recordings (photographic, audio and video) of patients¹ for educational purposes

Why do we use digital recordings of patients?

Digital (photographic, video or audio) recordings of clinical encounters, examination findings, investigation results or procedures have long been in widespread use to support learning and assessment of healthcare students and professionals. These can be invaluable for:

- Helping students learn new techniques and procedures
- Helping students recognise different conditions
- Helping students understand the patient experience of disease and disability
- As part of assessing whether healthcare students have met the requirements to progress to the next stage of training, and ultimately qualify in their chosen area

Technological advances have also meant that in recent years there has been increasing use of remote (on-line) platforms to deliver education and training in all walks of life, including in healthcare. Whilst this can never completely replace the hands-on practical experience that students and professionals need to develop and maintain their skills and knowledge, it can certainly complement this. Remote learning can be delivered in a range of ways, including live sessions that students sign into and join in real-time, and pre-recorded materials for self-directed learning which can be done flexibly around other commitments. A combination is typically used, and each has its advantages and disadvantages. The impact of COVID-19 on healthcare education and training has accelerated the need for good quality digital recordings to supplement practical experience.

When students are meeting patients in a clinical environment, be that in a hospital, general practice or other community settings, they would anyway always ask consent of individual patients to for example talk about their condition or let the student examine them or do a supervised procedure. At any point, the individual can ask the student to stop. In the case of digital recordings, it is just as important that any individual in the recording gives consent, knows how the material will be used, and how they can “stop it” if they change their mind. That is why we are providing this leaflet and will be asking you to consider and sign a consent form. We will not use any patient identifiable recordings or information without the consent of the relevant individual.

By giving consent, you are confirming that the recording may be used to support the education and training of healthcare professionals. This may be showing the recording in a “live” session such as lectures and tutorials, or as part of an examination to student(s) in the room with the educator(s), or by including the recording in a

¹ Either real patients, or actors simulating patients.

session that is being delivered remotely to student(s) who are logging in and joining or viewing the session remotely.

What are the benefits of recording teaching and learning sessions that include patient materials?

Where teaching is delivered “live” to an audience who is present at the time (whether physically present in the room, or joining remotely), the session may also be recorded and stored in its entirety, including any individual patient clips that have been used during the session. Recording of teaching and learning sessions have become vital to the learning process. It ensures that learners can review the material remotely where it is not possible for them to be physically present, while also allowing for the retrieval of associated recordings. These features make teaching more accessible, enabling the use of the recordings for a variety of purposes at any time. Recordings can be used for:

- the benefit of learners to revisit relevant material, threshold concepts and discussion to help consolidate learning,
- the benefit of students not able to attend,
- supporting students with disabilities who need to revisit the content covered and/or to comply with accessibility regulations, and
- staff in cases where tutorial visits have been agreed in advance of the recording for development and quality assurance purposes

What happens to the video recording?

The individual making the recording (this is always the clinician or staff, not a student) is responsible for ensuring it is stored and transmitted safely in line with data protection guidelines, and for deleting it from the recording device, and anywhere else it is stored when it is no longer required. Guidance and support have been provided for clinicians to ensure that they can do this successfully.

When the recording is received by the university or has been made by the university itself, it will be stored securely within an internal database that is only accessible by those with permissions to do so.

The recording will only be used under the level of consent you have given. The range of possible uses includes the following.

- Use in learning, teaching or assessment within the university, accessible only to staff and registered students of the university.
- Use in learning, teaching or assessment outside of the university within the UK organised by any of: in partner NHS organisations; universities involved in educating healthcare students and professionals, healthcare professional societies and colleges.
- Use in learning, teaching or assessment outside of the UK organised by any of: healthcare organisations, universities involved in educating healthcare students and professionals, healthcare professional societies and colleges.
- Use in any setting including those accessible to the general public such as on social media or as part of recruitment and promotional materials for the university.

You may or may not also consent to your responsible clinician, usually a consultant or GP, keeping a copy of the material for the same purposes as indicated above, subject to them storing the material in line with university data protection guidelines and using them only for the purposes to which you have specifically consented.

Where material has been uploaded on to the university virtual learning environment, students will be able to stream the video (watch it in real-time) but will not be able to download (save and watch later) or share it with anyone else. Students accessing this are also guided by strict confidentiality policies and will be reminded of these at the start of any session where patient material is being used. All recordings are carried out according to guidelines issued by the General Medical Council (GMC) and will be stored securely in line with the Data Protection Act 2018.

We will do everything in our power to ensure that this material is only used for the purposes for which you have consented to although we recognise that this cannot be guaranteed in absolute terms.

Recordings of lectures or learning activities that your material has been used in will be kept for a maximum of 6 years before being reviewed for disposal, following the University's Lecture Capture Policy and Records Retention Schedules.

Can I refuse?

Yes, you can refuse. You do not have to agree to you being recorded or your record being used for educational purposes. If you do not agree then please inform the staff member seeking your consent as soon as possible. This will not affect your medical treatment or care.

How can I withdraw my consent?

You have the right to withdraw your consent at any time and request for it to be erased. You also have the right to see what data about you is being held. This will not affect your medical care or treatment.

If you would like to withdraw your consent or see data being held about you, please request this in writing to patientrecordings@sgul.ac.uk

If you would like to discuss this further, you can also contact patientrecordings@sgul.ac.uk

If you are agreeable to being recorded and for the recording to be used for teaching and learning purposes under the terms described above, please read and complete the consent form titled '*Consent form for digital recordings (photographic, audio and video) of patients for educational purposes*' Version 1 September 2020.