

Invoice Validation

<p>Purpose</p>	<p>Invoice validation is an important process in ensuring that organisations providing care are paid correctly for the care and treatment they have delivered to patients. This is allowed under a section 251 agreement.</p> <p>It may involve using identifiable information, (See “Type of Information used”) to ensure that the correct organisation is being charged for treatment. The identifiable information can also be used to check whether patient care has been funded through specialist commissioning, which NHS England will pay for.</p> <p>All information that is collected with Identifiable Information to validate invoices is processed by North of England Commissioning Support (NECS) and is held within a secure, Controlled Environment for Finance (CEfF).</p> <p>NECS then provide the CCG with pseudonymised data for invoice validation</p>
<p>Type of information Used</p>	<p>Pseudonymised</p>
<p>Legal basis</p>	<p>The lawful basis for processing, storing and sharing this data are -</p> <p>Article 6(1)(c) “the processing is necessary for compliance with any legal obligation to which the controller is subject”</p> <p>Article 9(2)i “Processing is necessary for reasons of public interest in the area of public health, such as ensuring high standards and quality of healthcare”</p> <p>Section 251, CAG 7-07(a) (b) (c)/2013 compliance for CCGs Clinical Commissioning Groups (CCGs) have received approval under Regulation 5 of the Health Service (Control of Patient Information) Regulations 20026 to process patient identifiable information without consent for the purposes of invoice validation. This approval provides the legal basis for Health Service Providers to disclose patient confidential information to named organisations for the purposes of invoice validation.</p>
<p>How we collect (the source) and use the information</p>	<p>Information is used by the CCG to make payments in relation to Non contract activity.</p> <p><i>(Non-contract activity is the term used to refer to NHS-funded</i></p>

	<p><i>services delivered to a patient by a provider which does not have a written contract with that patient's responsible commissioner, but which does have a written contract with another NHS commissioner or commissioners).</i></p> <p>The pseudonymised information is provided by the provider of the service. The CCG will only use this information to validate and process the invoice for payment.</p>
<p>How long we will keep the information</p>	<p>The data will be retained in line with the law and national guidance.</p> <p>https://digital.nhs.uk/article/1202/Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016</p> <p>The CEfF assurance statement requires that CEfF's has "appropriate processes to securely destroy all PCD held in manual or electronic form once it is deemed no longer necessary for the purpose of invoice validation".</p> <p>Backing data in relation to NCA validation is considered by Leeds CCG to be "no longer necessary" 3 months after the date of invoice approval.</p>
<p>Who we will share the information with (recipients)</p>	<p>The data will not be shared outside of the CCG</p>