



Health Education England

## TRAINEE INFORMATION SYSTEM

# Legal Notice - Desktop

## Admin & Trainee

The user will have the opportunity to view the Privacy and Cookie policies through links. These will open up into screen overlays with the option to close/view the next policy and also approve the policies. The user must accept the policies to access TIS. If they decline they will be supplied with the contact details of an administrator who they will need to speak with in regards to their decision.

- 1) Following the user filling out the login form they will be taken to the Policy agreement page.
- 2) The user must agree to these T&Cs to access the TIS system. The Policies are accessible through links, there will be a paragraph asking the user to read the T&C's but this is not mandatory.
- 3) The user should be able to open, read, close and approve the policies easily from this module
- 4) The Admin system does not require Existing Users to approve anything. The Policies are placed in the Footer links, where they are opened into residing pages for each policy

Admin/Trainee Log in for New Users will automatically navigate to the Policy Agreement screen below.

The image is a screenshot of a web browser displaying the NHS Health Education England Trainee Information System login page. At the top, the NHS logo is visible in the upper left corner, followed by the text "Health Education England" in a dark blue font. Below this, a large dark blue rectangular banner contains the text "TRAINEE INFORMATION SYSTEM" in white, uppercase letters. The main content area of the page is white and contains the text "JamesH" in a dark grey font. Below this text is a horizontal line, followed by a series of ten small, dark grey dots. Another horizontal line is positioned below the dots. At the bottom of the page, there is a solid purple rectangular bar with the text "Log in" in white, bold, sans-serif font.



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TRAINEE INFORMATION SYSTEM

PRIVACY AND COOKIES

i

Do you agree to the terms & conditions of the Privacy Policy detailed below

I accept

▼

Do you agree to the terms & conditions of the Cookie Policy detailed below

I accept

▼

Have a read of our Privacy and Cookie policies

We have spent some time making these policies as simple, and user friendly as possible, we hope this helps.

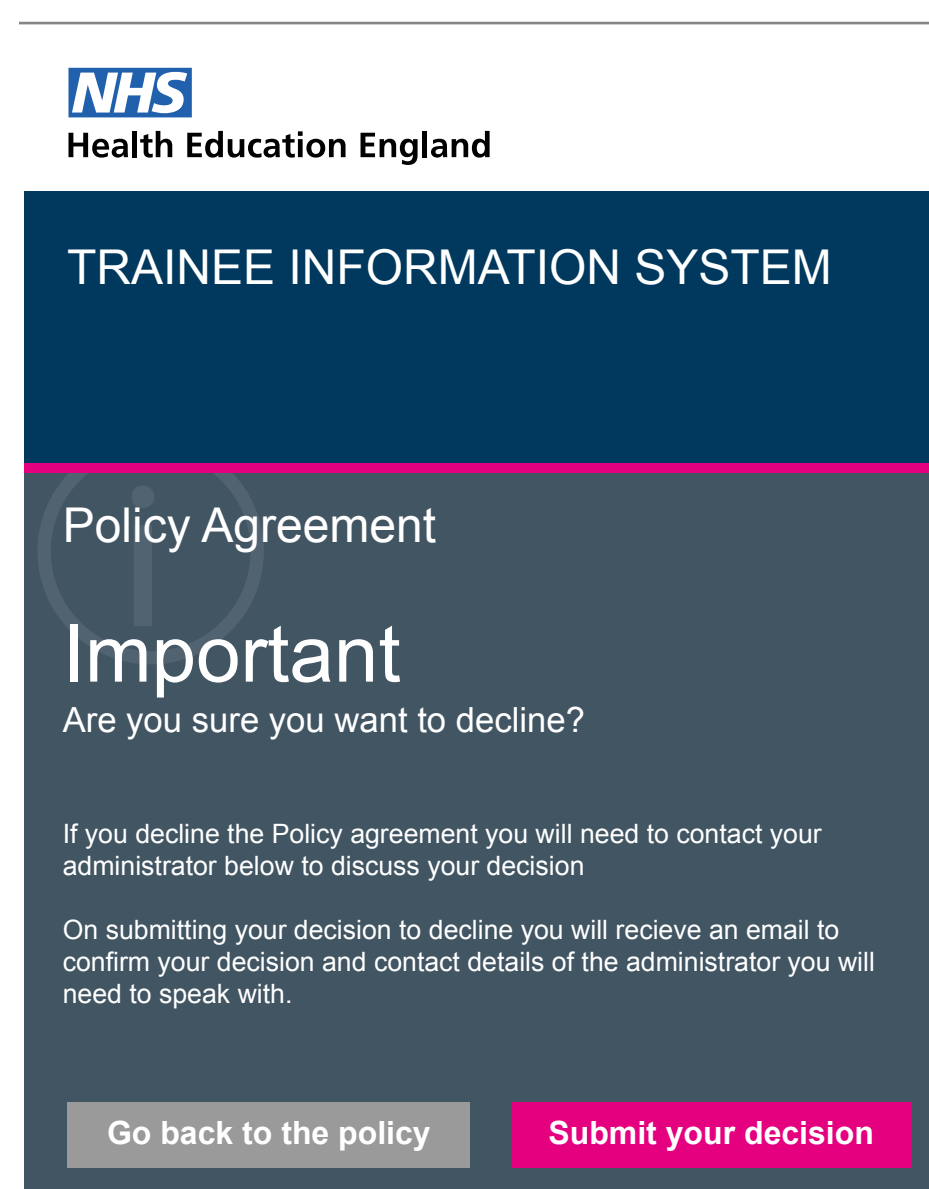
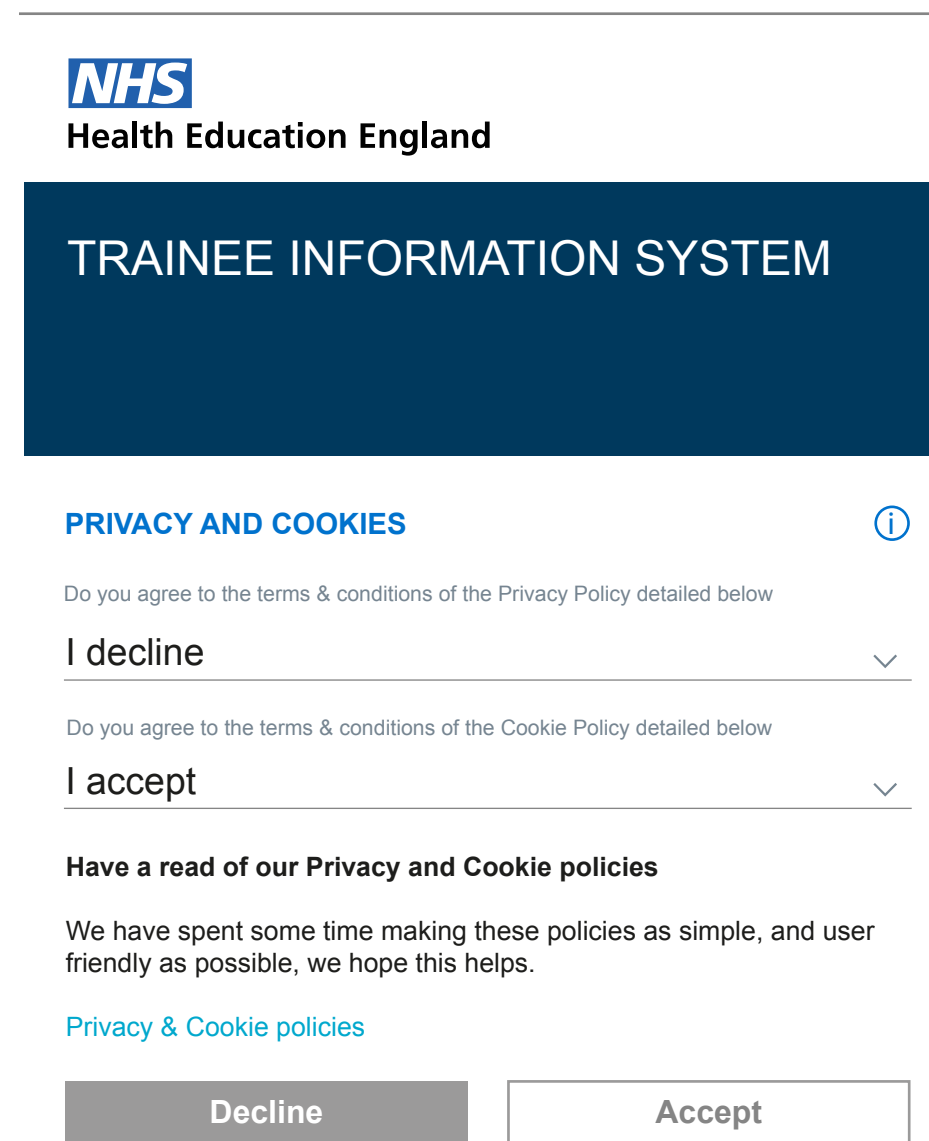
Privacy policy | Cookie policy

Decline

Accept

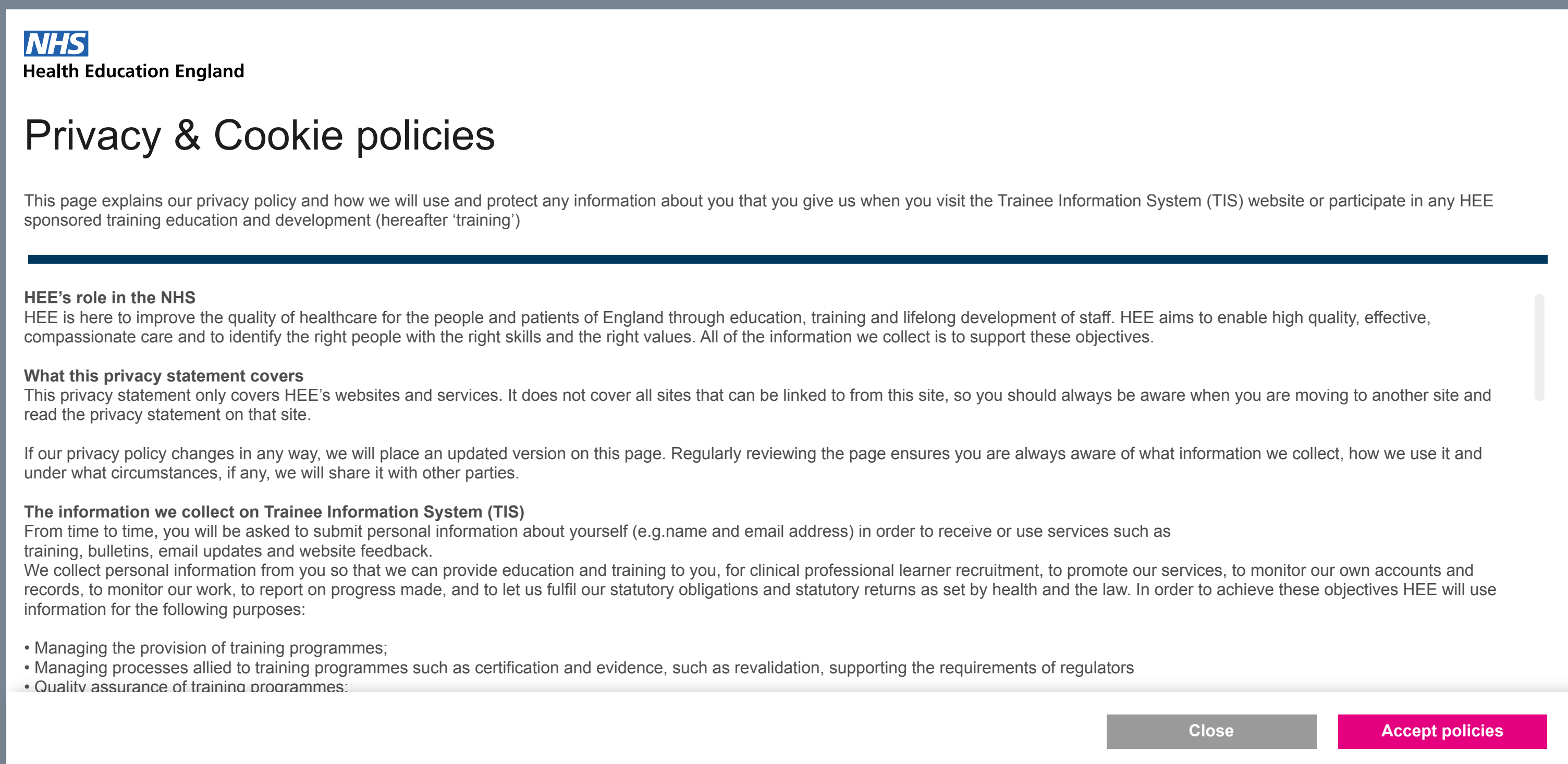
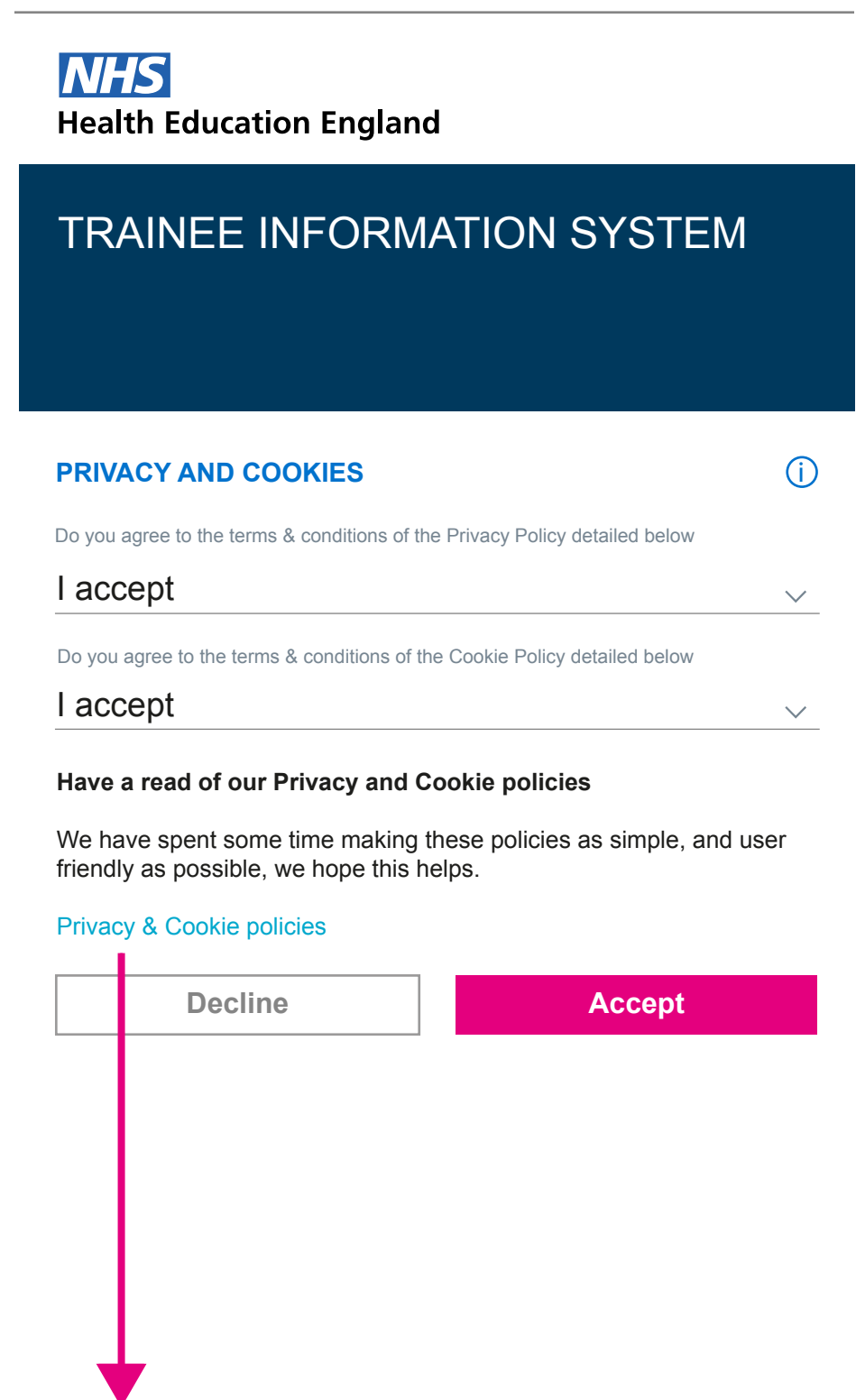
I would suggest that we have the fields set to Agree. Giving the user the opportunity to access the system immediately. If they choose to decline they can change the drop downs and the access is then denied.

An example of the UI once the user changes one of the policies to 'I decline' in the drop down. Only the Decline button is now functional in the navigation. The user must approve both drop downs to have the Accept button active



This screen shows the feedback to the user if they decided to 'Decline' the T&Cs.

Examples of the UI once the user selects the of policy links. The policies will open into a Screenout (HTML5 maybe). Not a pop up as we will have potential browser issues.



This is an example of the Privacy policy. The user can scroll through the content in the module and has the option to accept the policies from this area. The content box is set at the 4 column width of the 1200px grid.

This example is of the policy links in the system footer for EXISTING USERS. This footer should be fixed, so not to interfere with the content on the screen should the system require the user to scroll down through content. The user should scroll down to the footer if they wish to access the links.

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TRAINEE INFORMATION SYSTEM

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James Harrison

PeoplePostProgrammesReferenceRevalidation

Person search

Name or GMC No

▶ Advanced person search

Ada

Surname	Forename	GMC / GDC / PH	Current Post	Site / Trainer	Role	Status
Adaba	Harrison	5543312	EOE/812 /800/GPSTR	Sundon medical centre	Dr in training	Active
Adall	David	5573312	South West - Peninsular	Urology	08/05/2017	08/12/2017
Adams	Srinivasaraghavan	5511112	South West - Severn	Radiology	08/05/2017	08/12/2017
Adams	Valerie	523579	South West - Peninsular	Oncology	08/05/2017	08/12/2017
Adams	Jalske	5573312	South West - Severn	Sexual health	08/05/2017	08/12/2017
Adams	Neil	5511112	South West - Peninsular	Urology	08/05/2017	08/12/2017
Adat	Parrinder	5543312	South West - Peninsular	Urology	08/05/2017	08/12/2017

15

Privacy policyCookies

THE NHS  
CONTRIBUTOR

40

12px  
#454a4c

#eeeeee

Border top: 10px  
#00395d

Need to check if we need this on here plus any other links for the footer area (User guides, help, contact admin etc)

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TRAINEE INFORMATION SYSTEM

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Person search

Name or GMC No

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Adams	Neil	5511112	South West - Peninsular	Urology	08/05/2017	08/12/2017
Adat	Parrinder	5543312	South West - Peninsular	Urology	08/05/2017	08/12/2017

Privacy policy

Cookies

Border top: 10px  
#0072b9



This example is of the policy and cookie page in the system. There is no need to approve these as they are for Existing Users to view.

This example is of the cookie policy in the system. There is no need to approve these as they are for Existing Users to view.

## Cookie policy

When we provide services, we want to make them easy, useful and reliable. Where services are delivered on the internet, this sometimes involves placing small amounts of information on your device, for example, computer or mobile phone. These include small files known as cookies. They cannot be used to identify you personally.

**These pieces of information are used to improve services for you through, for example:**

- Enabling a service to recognise your device so you don't have to give the same information several times during one task
- Recognising that you may already have given a username and password so you don't need to do it for every web page requested
- Measuring how many people are using services, so they can be made easier to use and there's enough capacity to ensure they are fast
- Analysing anonymised data to help us understand how people interact with government services so we can make them better

You can manage these small files and learn more about them from the article, [Internet Browser cookies – what they are and how to manage them.](#)

### Current cookies

We use a series of cookies to monitor website speed and usage, as well as to ensure that any preferences you have selected previously are the same when you return to our website.

Google Analytics stores information about what pages you visit, how long you are on the site, how you got here and what you click on. We do not collect or store your personal information (e.g. your name or address) so this information cannot be used to identify who you are. We do not allow Google to use or share our analytics data.

## Google Analytics

Cookie name	Duration	Description	Purpose
__utma	2 years from set/update	Used to distinguish users and sessions. The cookie is created when the JavaScript library executes and no existing __utma cookies exists. The cookie is updated every time data is sent to Google Analytics.	Tracks how many times (if any) you have visited the Trainee Information System (TIS) website.
__utmt	10 minutes	Used to throttle request rate.	
__utmb	30 minutes after your visit, or after 30 minutes of inactivity	Used to determine new sessions/visits. The cookie is created when the JavaScript library executes and no existing __utmb cookies exists. The cookie is updated every time data is sent to Google Analytics.	Tracks how long you have spent on the website.
	End of browser session	Not used in ga.js. Set for interoperability with urchin.js. Historically, this cookie operated in conjunction with the __utmb cookie to determine whether the user was in a new session/visit.	Tracks how long you have spent on the website.
__utmd	6 months after it was last set		Gives us information on how the site was reached (e.g. directly or a link, organic search or paid search)
__utmz	6 months after it was last set	Stores the traffic source or campaign that explains how the user reached your site. The cookie is created when the JavaScript library executes and is updated every time data is sent to Google Analytics.	Identifies where you've come from e.g. from a search engine or from another website
__utmv	2 years from set/update	Used to store visitor-level custom variable data. This cookie is created when a developer uses the <a href="#">_setCustomVar</a> method with a visitor level custom variable. This cookie was also used for the deprecated <a href="#">_setVar</a> method. The cookie is updated every time data is sent to Google Analytics.	Identifies where you've come from e.g. from a search engine or from another website

### Content experiments - cookie usage

Cookie name	Duration	Description	Purpose
__utmx	18 months	Used to determine a user's inclusion in an experiment	
__utmxx	18 months	Used to determine the expiry of experiments a user has been included in	

Full details on the cookies set by Google Analytics are published on the Google website. Google also publishes a browser add-on to allow you to choose that information about your website visit is not sent to Google Analytics.

## How to control and delete cookies

We will not use cookies to collect personally identifiable information about you. However, if you wish to restrict or block the cookies which are set by our websites, or indeed any other website, you can do this through your browser settings. The 'Help' function within your browser should tell you how. Alternatively, you may wish to visit [www.aboutcookies.org](http://www.aboutcookies.org) which contains comprehensive information on how to do this on a wide variety of browsers. You will also find details on how to delete cookies from your machine as well as more general information about cookies. Please be aware that restricting cookies may impact on the functionality of our website. If you wish to view your cookie code, just click on a cookie to open it. You'll see a short string of text and numbers. The numbers are your identification card, which can only be seen by the server that gave you the cookie. For information on how to do this on the browser of your mobile phone you will need to refer to your handset manual.

The table content continues in this style for all table content (To be supplied)