

# **Risk Management Summary for Data Privacy of Tele-practice**

Period of risk management program: March 2023 to August 2023

Person in-charge:

Parties involved: Education Committee

Date of record: 01-09-2023

## 1. Part A: Identification of Risk

### 1.1 Identify the problem:

The acceptance of tele-practice has been accelerated since the pandemic in Hong Kong. While the practitioners and patients enjoy the benefits brought by tele-practice, data privacy is identified as one of the potential risks concerned.

### 1.2 Describing the problem:

Speech therapists and patients using tele-practice may have scarce awareness towards data privacy despite the benefits. For instance, types of data security threat in tele-practice and recommendations to tackle the threats might not be well acknowledged by speech therapists and patients

### 1.3 Analyzing the problem:

A guideline about the common types of data security threats in tele-practice, such as data breaches and phishing scams, and practical recommendations to protect data privacy in tele-practice is required for speech therapists and patients in Hong Kong.

## 2. Part B: Planning the solution (Plan)

2.1 Guidelines published by The Medical Council of Hong Kong, Office of the Privacy Commissioner for Personal Data Hong Kong and U.S. Department of Health and Human Services, were reviewed, and relevant information from recent studies concerning data privacy considerations for tele-practice were referenced by the Education Committee.

## 3. Implementing the solutions (Do)

3.1 The first draft of the guideline was prepared and discussed by Education Committee on 16<sup>th</sup> Education Committee Meeting on 16<sup>th</sup> June 2023, and the final draft of the guideline was prepared before the 20<sup>th</sup> Council meeting on 24<sup>th</sup> August 2023.

4. Monitoring the solutions (Check)

4.1 The Professional Council approved the final draft in the 20th Council meeting on 24th August 2023.

4.2 The Guideline on Data Privacy for Tele-practice was uploaded to the HKIST website for members to assess.

5. Evaluating the solutions (Act)

5.1 The Committee will review the need to update the document according to future updates, in any, of guidelines regarding data privacy for tele-practice every 2 years.