



## Records of Retention Policy

March 2021

## Introduction and purpose

The Trauma Audit and Research Network (TARN) is the National Clinical Audit for Trauma Care. TARN has now been running for 30 years.

Data submission is mandated for any Trauma Unit or Major Trauma Centre that is part of a Major Trauma Network. TARN collects trauma data from more than 200 hospitals across England, Wales, Northern Ireland and Ireland. The main aim of TARN is to monitor trauma care and facilitate the development and improvement of trauma services.

This document sets out the records of retention policy for data entered on the EDCR TARN system.

## Records of Retention Schedule

TARN follows the University of Manchester's Records of Retention Policy available [here](#).

In conjunction with the research data management plan available [here](#).

Description of Record	Retention Period	Notes - see page 1	Legal Citation
<b>Research</b>			
Research data	Research data should be managed in-line with the <a href="#">Research Data Management Policy</a> . Legal and regulatory guidance and the terms and conditions of funders should be adhered to. The minimum default period is 5 years after publication.		

The University of Manchester policy states “research data should be kept for as long as it is needed, with a minimum 5 year retention period” therefore as TARN is still actively using data it is legitimate for TARN to continue to hold data from its onset.

## Evidence of continued usage

The research that we have conducted (since January 2000) has provided the evidence that contributed to the reconfiguration of the English trauma care system (i.e. our evidence over time has contributed to the change). The impact of this change (i.e. introduction of trauma networks) has resulted in the improvement of patient outcomes with a 19% reduction in mortality (Moran et al 2018). TARN has been able to provide the evidence of this change by the longitudinal research that they have been able to conduct (i.e. comparing pre & post networks over a 7 year timeframe and patient mortality). Without the ability to conduct research on the data longitudinally, it would not have been possible to measure the impact of this national change. This evidence has further underpinned similar system reconfiguration across Ireland, Scotland and Wales

Longitudinal data is used regularly in a range of projects including reports and published papers.

Some examples of projects using TARN data:

- Time to definitive care within major trauma networks in England N. R. Haslam , O. Bouamra, T. Lawrence, C. G. Moran and D. J. Lockey . BJS open 2020. DOI: 10.1002/bjs5.50316
- Changing the System - Major Trauma Patients and Their Outcomes in the NHS (England) 2008–17. Christopher G. Moran , Fiona Lecky , Omar Bouamra , Tom Lawrence , Antoinette Edwards , Maralyn Woodford , Keith Willett , Timothy J. Coats. EClinicalMedicine 2–3 (2018) 13–21. <https://doi.org/10.1016/j.eclinm.2018.07.001>
- The changing face of Major Trauma in the UK. Anthony Kehoe, Jason E Smith, Antoinette Edwards, David W Yates, Fiona E Lecky Emerg Med J 2015;32:911-915 doi:10.1136/emered-2015-205265

- Prevalence of Pelvic Fractures, Associated Injuries and Mortality: The United Kingdom Perspective. Peter Giannoudis, Martin Grotz, Christopher Tzioupis, Haralambos Dinopoulos, Gareth E Wells, Omar Bouamra, Fiona Lecky Journal of Trauma 2007; 63:875-883
- Trends in head injury outcome from 1989 to 2003 and the effect of neurosurgical care: an observational study HC Patel, M Woodford, AT King, DW Yates, FE Lecky on behalf of the Trauma Audit & Research Network The Lancet 2005;366:1538-44
- Management of Patients with Head Injury AD Mendelow, J Timothy, AJW Steers, F Lecky, D Yates, O Bouamra, M Woodford, PJ Hutchinson The Lancet 2008, Vol 372; 9639: 685-687

An extensive list of research publications can be found [here](#).

TARN annual reports also use longitudinal data:

- Older persons report
- Severe Injury in Children report

Both available [here](#).

## Anonymisation of data

Patient information, including patient name, is encrypted on the database and TARN staff are not permitted to see this – the fields are not shown at all, and the contents would not be decrypted if the fields were shown. Only users with the relevant hospital rights are able to view patient identifiable data for their hospital

## Data Destruction

TARN will complete a yearly review regarding the holding of patient data, when the data is no longer being used the data will be securely destroyed.

A record will be kept of what has been disposed of, why it was disposed of and who authorised it (i.e. the Information Asset Owner), covering both destruction and transfer to archive. This will ensure there is a transparent audit trail detailing evidence of records that have been destroyed.

## Policy review

The policy will be reviewed on a yearly basis or following any significant change.