

EHDS CHECKLIST · FOR HOSPITAL DATA TEAMS

Seven steps between a permit and a delivered dataset

From March 2029, an approved data permit gives your hospital three months to deliver (Art. 60). Here is the work, the systems it touches, who owns it, and whether it repeats on every permit.

STEP	WHAT HAPPENS	SYSTEMS TOUCHED	WHO OWNS IT	REPEATS PER PERMIT
☐ 1	Read the permit. Scope, variables and the deadline arrive from your national Health Data Access Body.	HDAB portal	Data office	Yes
☐ 2	Find the data. Locate every requested variable across the systems that hold it, and work out how each was derived.	EHR, lab, imaging, registries, trial systems	Data office, IT	Yes, unless mapped once
☐ 3	Cut to what's permitted. Keep only the named variables. Remove opted-out patients and protected IP.	Opt-out register, data warehouse	DPO, data office	Yes
☐ 4	Reshape and code it. Convert to the format the permit names and map local codes to standard vocabularies.	EHR, lab, imaging, registries	Clinical informatics, IT	Yes, unless mapped once
☐ 5	Anonymise or pseudonymise. Anonymised is the default. Under current draft guidance, the HDAB re-pseudonymises when pseudonymised data is approved.	Data warehouse	DPO, HDAB	Yes
☐ 6	Deliver and keep proof. Transfer to the HDAB within three months and keep a record of what left and when.	HDAB portal, compliance system	IT	Yes
☐ 7	Claim your costs. Estimate your preparation costs so they are compensated through the HDAB fee.	Finance system	Finance	Yes

Where the time goes

Steps 2 and 4 carry most of the effort. They only repeat on every permit when nothing is mapped once.

Walk your first permit with us in 30 minutes

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