

AVIG Data Collection System



Getting started Practitioner Guide

1

Contact AVIG

AVIG will support your organisation with training on the use of the DCS. They will also ensure that your Information Governance teams approve your use of the DCS. Contact the DCS team at dcs@videointeractionguidance.net.

2

Complete Training

AVIGuk provides self-guided training on DCS use through available on the dcs landing pages. There are also online workshops held throughout the year. If your organisation has a number of practitioners we can arrange a bespoke course. Our training covers important information on data security and how to get the most out of using the DCS with clients.

3

Sign Practitioner Consent Form

It is important that you consent to some personal data, like name and work email address, being stored on DCS. You should also read and acknowledge the Terms and Conditions of Use. These are combined in one online form that only needs to be completed once.

4

Obtain Client Consent

It is important that clients understand what data will be stored in the DCS and that they consent to this. Signed paper copies of consent forms are stored by your organisation, separate to the DCS.

5

Input Data

You are ready to use the DCS – a safe, flexible and efficient tool to support your VIG practice and evidence its efficacy.