# Data Privacy Policy – Draft GDPR Compliant Policy

## About this policy

* 1. This Policy explains when how and where we collect personal information about our patients and staff, how we use it, how we keep it secure and how you can access it.
  2. We may collect use and store personal data as described in this policy.
  3. We reserve the right to amend this policy from time to time without prior notice.
  4. We will always comply with the GDPR (General Data Protection Regulations). For the purposes of the GDPR we will be the “controller” of all the data we hold about you.

## What type of information we collect and why

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| --- | --- | --- |
| Type of Information | Purpose | Legal Basis of Processing |
| Name, address, telephone number, email address | Managing correspondence, retention of Practice patient register  To share with other health and social care providers where appropriate | Performing the practices contract with NHS England.  For the purpose of the legitimate interests of operating practice.  Reporting with respect to statutory obligations. |
| Date of Birth, Gender | Managing the delivery of services and the planning of resources to meet expected health needs  To share with other health and social care providers where appropriate | Performing the practices contract with NHS England.  For the purpose of the legitimate interests of operating practice.  Reporting with respect to statutory obligations. |
| Family/Dependent/Householder Details | Managing correspondence, planning and meeting the health needs of patients  To share with other health and social care providers where appropriate | Performing the practices contract with NHS England.  For the purpose of the legitimate interests of operating practice.  . |
| Medical History | To manage treatment and interventions which address or prevent ill health  To share with other health and social care providers where appropriate | Performing the practices contract with NHS England.  For the purpose of the legitimate interests of operating practice.  Reporting with respect to statutory obligations. |
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## How we protect your data

* 1. We have implemented standards of technology and operational security generally accepted across the NHS in order to protect your data from the risk of loss, misuse, unauthorised alteration or deletion.
  2. We work with recognised and approved IT suppliers who have satisfied the appropriate NHS bodies that their products and services meet appropriate data security and use standards.
  3. Our management of personal information is underpinned by the Caldecott principles, further information can be found at [www.igt.hscic.gov.uk/Caldicott2Principles.aspx](http://www.igt.hscic.gov.uk/Caldicott2Principles.aspx)

## Who else has access to your personal data

* 1. We will share your data with third parties for the purpose of delivering general medical services to patients. This may include NHS organisations, Health care providers, social care providers and other third parties.
  2. We share only the information which allows others to provide the service and there are contracts and information sharing agreements in place which require them to keep your information secure.

## Your rights

* 1. You have the following rights under the GDPR
     1. To access your personal data
     2. To be provided with information about how your personal data is processed
     3. To have your personal data corrected
     4. To have your data erased in certain circumstances
     5. To restrict how your personal data is processed
     6. To have your personal data transferred to yourself or another practice, in certain circumstances.
  2. You have the right complain about how we process your data to the information commissioner.

<https://ico.org.uk/concerns/>

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