



WHAT DATA DO WE HOLD FOR YOU?

- NAME, ADDRESS, TELEPHONE NUMBER, ETHNICITY, MEDICAL RECORDS, ETC
- CORRESPONDENCE FROM OTHER AGENCIES INVOLVED IN YOUR HEALTH CARE
- RESULTS PROVIDED BY OTHER AGENCIES INVOLVED IN YOUR HEALTH CARE

HOW DO WE STORE YOUR DATA?

- YOUR PAPER MEDICAL RECORDS ARE STORED SECURELY IN A FIRE PROOF ROOM
- YOUR ELECTRONIC DATA IS STORED SECURELY OFF SIGHT ON SYSTMONE CENTRAL SERVERS

WHO DO WE SHARE YOUR DATA WITH?

- YOUR DATA WILL BE SHARED WITH OTHER HEALTH CARE AGENCIES WHO ARE INVOLVED IN YOUR CARE IF
 - Explicit consent of the individual
 - Performance of contract
 - Legal compliance
 - Protection of vital interests
 - Public interests
 - Legitimate interests



CONTACTING THE PRACTICE ON BEHALF OF SOMEONE ELSE

IF YOU ARE CONTACTING THE PRACTICE ON BEHALF OF SOMEONE ELSE:

- **TO MAKE AN APPOINTMENT – THIS CAN BE DONE BY RECEPTION STAFF**
- **TO RING FOR RESULTS – RESULTS CAN ONLY BE GIVEN TO THE NAMED PATIENT UNLESS WE HAVE EXPLICIT CONSENT FROM THE NAMED PATIENT TO PROVIDE THIS INFORMATION TO ANOTHER, OR ANOTHER PERSON HAS LEGAL POWER OF ATTORNEY TO DISCUSS THE RESULTS OF THE NAMED PATIENT**
- **TO DISCUSS MEDICAL ISSUES FOR A NAMED PATIENT – THE GP WILL ONLY BE ABLE TO DISCUSS MEDICAL ISSUES WITH ANOTHER IF THE NAMED PERSON HAS GIVEN EXPLICIT CONSENT FOR US TO DO SO OR ANOTHER PERSON HAS LEGAL POWER OF ATTORNEY TO DISCUSS THE HEALTH OF THE NAMED PATIENT**