

Practice GDPR Privacy Notice

Patient Information

Swanswell Medical Centre is committed to protecting and safeguarding your data privacy rights including the privacy and security of your personal information. This privacy notice lets you know what happens to any personal data that you give us, or any that we may collect from or about you. The General Data Protection Regulation became law on 24th May 2016. This is regulation on the protection of confidential and sensitive information. It comes into force on the 25th May 2018 in the UK repealing the Data Protection Act 1998. For the purpose of applicable data protection legislation (including but not limiting to the General Data Protection Regulation (Regulation EU) 2016 (the “GDPR”), and the Data Protection Act 2018 (currently in bill format before Parliament) the practice responsible for your personal data is Swanswell Medical Centre. This notice describes how we collect, use and process your personal data, and how in doing this we comply with our legal obligations to you

How we use your information and the law

Swanswell Medical Centre will be known as the ‘Controller’ of the personal data which you provide us with. We collect personal data about you which does not include any special types of information or location based-information. This does however include name, address, contact details such as email and mobile number etc.

We also collect sensitive confidential information known as ‘special category personal data’, in the form of health information, religious beliefs (if required in a healthcare setting) ethnicity, and sex during the services we provide you with or linked to your healthcare through other healthcare providers or third parties.

All patients who receive NHS care are registered on a national database. This database known as the Spine holds your name, address, date of birth and NHS number, gender and telephone number. It does not hold any information about the care you receive. The database is held by NHS England (formerly NHS Digital), a national organisation which has legal responsibilities to collect NHS data in England.

More information can be found at <https://digital.nhs.uk> or the telephone number for general enquiries is 0300 303 5678 (9am to 5pm Monday to Friday excluding bank holidays).

Swanswell Medical Centre will share relevant information from your medical record with other health or social care staff or organisations when they provide you with care. For example your GP will share information when they refer you to a specialist in a hospital. Or your GP will send details about your prescription to your pharmacy. Healthcare staff working in A&E and out of hours care will also have access to your information. For example, it is important that staff who are treating you in an emergency know if you have any allergic reactions. This will involve the use of your Summary Care Record.

For more information see: <https://digital.nhs.uk/summary-care-records> or alternatively speak to your practice.

You have the right to object to information being shared for your own care. Please speak to the practice direct if you do not wish your information to be shared. As a patient you also have the right to have any mistakes or errors corrected.

Why do we need your information?

The healthcare professionals who provide you with care maintain records about your health and any treatment or care you have received previously (e.g. NHS Trust, Walk In Clinic, A&E attendance etc.). Maintaining these records helps us to provide you with the best possible healthcare. NHS health records may be electronic, on paper or a mixture of both, and we use a combination of procedures and technology in order to ensure that your information is stored securely and kept confidentially.

To check and review the quality of the care which you as a patient are receiving. This is generally called auditing or clinical governance of giving direct health or social care to individual patients. For example when a patient agrees to a referral for direct care such as to hospital, relevant information about the patient will be shared with the other healthcare teams (e.g. secondary care specialties) so that they may offer the appropriate advice, investigations, treatments and or care.

Patient records are audited regularly in order that we can identify patients who may be at high risk from certain diseases such as heart disease, diabetes etc. This means that we can offer patients additional care or support as early as possible. Information which identifies you as an individual is only seen by the practice unless you have given consent for us to share this information with community services or other organisations.

NHS England has been directed by the government to establish and operate the OpenSAFELY COVID-19 Service and the OpenSAFELY Data Analytics Service. These services provide a secure environment that supports research, clinical audit, service evaluation and health surveillance for COVID-19 and other purposes.

Each GP practice remains the controller of its own GP patient data but is required to let approved users run queries on pseudonymised patient data. This means identifiers are removed and replaced with a pseudonym.

Only approved users are allowed to run these queries, and they will not be able to access information that directly or indirectly identifies individuals.

Patients who do not wish for their data to be used as part of this process can register a [type 1 opt out](#) with their GP.

For further information then please contact the surgery on 0121 706 5676 or visit our website www.swanswellmedicalcentre.co.uk

By law we are required by to provide you with the following information on how we handle and use your information.

Data Controller : Swanswell Medical Centre, 370 Gospel Lane, B27 7AL

Data Protection Officer : Umar Sabat, IG Health. He can be contacted on the following e-mail address: umar.sabat@ig-health.co.uk If you have any concerns about how your data is shared, or if you would like to know more about your rights in respect of the personal data we hold about you, then please contact the Practice Data Protection Officer.

How to contact the appropriate authorities If you have any concerns about how your information is managed at your GP Practice, please contact the GP Practice Manager or the Data Protection Officer in the first instance.

If you are still unhappy following a review by the GP Practice, you have a right to lodge a complaint with the UK supervisory authority, the Information Commissioner's Office (ICO), at the following address:

Information Commissioner

Wycliffe House

Water Lane

Wilmslow

Cheshire SK9 5AF

Tel: 01625 545745

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

Lawful basis for proceeding

These purposes are supported under the following sections of GDPR: Article 6 (1) (e) Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller. Article 9 (2) (h) "Necessary for the purpose of preventative or occupational medicine for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services..." The privacy notice applies to the personal data of our patients and the data which you have given us about your family members/carers. Healthcare staff will also respect and comply with their obligations under the common law duty of confidentiality.

Data we receive from other healthcare providers

As a practice we receive information about your healthcare from other organisations who are involved in this care. For example if you admitted to hospital for emergency care, treatment or an operation the hospital will send correspondence to us as a practice so that your medical record is kept up to date.