



Use of iGPR Managed Service

Newton's Practice uses a trusted data processor, **iGPR Technologies Limited** (“iGPR”), to assist us in handling certain requests relating to your medical records.

This includes:

- **Subject Access Requests (SARs)** made by you or someone acting on your behalf.
- **Medical report requests** from insurers under the Access to Medical Records Act 1988 (e.g., for life insurance applications).

Why We Use iGPR

iGPR helps us manage these requests securely and efficiently. They act **only under our instructions** and in compliance with UK data protection laws (UK GDPR and Data Protection Act 2018).

What iGPR Does

- Reviews and prepares reports based on our guidance.
- Sends SMS and email updates to patients or third parties on our behalf (e.g., confirming receipt of a request or providing secure access links).
- Ensures reports meet legal and clinical standards, including safeguarding and redaction where necessary.

Your Rights

- For insurance reports, you have up to **21 days to review the report** before it is shared with the requesting organisation.
- You can exercise all your usual data protection rights, including access, correction, and objection.

Security and Governance

- iGPR operates under strict confidentiality and security protocols.
- All processing is logged and auditable.
- iGPR staff are trained professionals, and the service is covered by clinical governance and professional indemnity.

Legal Basis

Processing is carried out under:

- **Legal obligation** (responding to SARs).
- **Consent** (where applicable for insurance reports).

Data Protection Officer

Our Data Protection Officer is: **Laura Taw** Senior IG Consultant – SCW CSU

For more information about iGPR, visit: <https://www.igpr.co.uk>.