

# Killick Street Health Centre

Privacy Notice June 2025

## **Privacy Notice**

## Contents

1.		Introduction	3
2.		What is this Privacy Notice about?	3
3.		Who we are	3
4.		Types of information we use	3
5.		What we use your personal data and special category personal for	
6.		Identity and Contact details of the Data Controller and Data Protection Officer	
7.		Organisations we share your personal information with	4
	a.	Direct Medical Care and Administration	5
	b.	Other primary care services delivered for the purposes of direct care	.13
	c.	Statutory Disclosures of Information	.22
	d.	Processing for the Purposes of Commissioning, Planning, Research and Risk Stratification	.34
	e.	Data Sharing Databases	.43
	f.	Data Processors	.51
8.		The Information Commissioner	.79
9.		What is EMIS Systems Local Record Sharing?	.79
10		What do we use anonymised data for?	.79
11		Details of data linkage with other datasets	.79
12		What safeguards are in place to ensure data that identifies me is secure?	.80
13		What are your rights?	.80
		Gaining access to the data we hold about you	
15		What is the right to know?	
	g.	What sort of information can I request?	.81
	h.	How do I make a request for information?	.81
16		How the NHS and care services use your information	
17		Rights to object ("opt-outs")	.83
18		Glossary of Terms	.92

#### 1. Introduction

The Data Protection Regulations in the UK include two key pieces of law:

- The Data Protection Act 2018
- The <u>UK GDPR</u>

There are other regulations in specific areas which need to be taken into account. This Privacy Notice has been written within the legislative framework as at November 2024. It will be revised as the framework and case law change. This notice was last updated November 2024.

#### 2. What is this Privacy Notice about?

This Privacy Notice is part of the information to data subjects about how personal data is used. Being transparent and providing accessible information to individuals about how organisations will use their personal information is a key element of Data Protection Regulations.

This Privacy Notice is part of our programme to make the data processing activities we are carrying out in order to meet our healthcare obligations are transparent.

The Privacy Notice tells you about information we collect and hold about you, the legal basis for collecting and holding the information, what we do with it, how we keep it secure (confidential), who we might share it with and what your rights are in relation to your information.

#### 3. Who we are

We are Killick Street Health Centre. We provide medical services to you as a patient as part of the NHS.

*Address*: 75 Killick Street

London N1 9RH

*Telephone*: 020 7833 9939

**Website**: www.killickstreet.co.uk

## 4. Types of information we use

We use the following types of information/data:

- Personal data and special category personal data such as:
  - o demographics name, address, date of birth, postcode, NHS number
  - o racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, genetic data, biometric data for the purpose of uniquely identifying a natural person, medical/health data, sexual life or sexual orientation data.

(special category personal data is sometimes called sensitive personal data)

- Pseudonymised about individuals but with identifying details (such as name or NHS number) replaced with a unique code.
- Anonymised about individuals but with identifying details removed.
- Aggregated anonymised information grouped together so that it doesn't identify individuals.

#### 5. What we use your personal data and special category personal for

We use and share information about you in several ways. These include, if you are a patient:

- Primary uses information from your GP medical record which can be made available to other NHS and public sector organisations, including doctors, nurses and care professionals to help them make the best-informed decision, and provide you with the best possible direct care delivery.
- Secondary uses information from your GP medical record involves extracting identifiable data and (usually) sharing that data with other NHS organisations, for the purpose of indirect care. Examples include using your information for research, auditing, and healthcare planning (population health management).

If you're a member of staff, we process your data for the purposes of your employment contract, professional monitoring requirements, your health and safety and other employment-related matters. You have rights to object to the use of your personal data in some circumstances, particularly for secondary use. These are often called "opt-outs". Details of the available objections are given in section 17 below.

#### 6. Identity and Contact details of the Data Controller and Data Protection Officer

#### **Practice Contact Details**

Killick Street Health Centre, 75 Killick Street, London N1 9RH.

Tel: 020 7833 9939.

Website: www.killickstreet.co.uk

Practice ICO Reference Number: Z4998976

#### **Data Protection Officer**

You can contact the data protection officer by post at the practice address, addressed for the attention of the Data Protection Officer, or by email to

Name: Steve Durbin Email: <a href="mailto:dpo.ncl@nhs.net">dpo.ncl@nhs.net</a>

Please quote the practice name in any communication. The Data Protection Officer service is provided across NCL practices.

#### 8. Organisations we share your personal information with

We share information about you with other GPs, NHS acute or mental health Trusts, local authorities, community health providers, pharmacists, commissioning organisations, medical research organisations and some specific non-NHS organisations for the purposes of direct care and secondary uses.

We are required under the law to provide you with the following information how we process your personal data, the purpose of processing, recipient/categories of your personal data, the identity of our Data Protection Officer (DPO), how long we retain personal information about you, the legal basis and justification for the processing, and your right to view, request access copies of your personal information, or object to the processing.

Included below is a table of the organisations we share information about you, and data processors we use to process your information, split into the following categories.

- a. Direct Medical Care and Administration
- b. Other primary care services delivered for the purposes of direct care
- c. Statutory Disclosures of Information
- d. Processing for the Purposes of Commissioning, Planning, Research and Risk Stratification
- e. Data Sharing Databases
- f. <u>Data Processors</u>

In most cases, the Data Controller and Data Protection Officer (DPO) are as listed in section 6 above. Where they are not, they are specified in the table.

7.

## a. Direct Medical Care and Administration

System /	Purpose of the processing	Data Retention	Lawful basis (UK GDPR)	Your Rights
Recipients /		Period		
Categories of				
Recipients				
NHS Trusts –	Personal data concerning your GP medical	All records	Article 6(1) (c) - processing for	You have the right to:
Hospitals,	record may be shared with NHS Trusts in	held by the	legal obligation;	• To access, view or request copies of your personal information;
Community	order to enable their healthcare	Practice will be	. , . , .	request rectification of any inaccuracy in your personal
or Mental	professionals make the best-informed	kept for the	or in the exercise of official	information;
Health Trusts.	,	duration	authority.	<ul> <li>restrict the processing of your personal information where:</li> </ul>
	provide you with the best possible care if	specified in		✓ accuracy of the data is contested,
Other care	you visit these providers for routine care	the <u>Records</u>	Article 9(2) (b) – processing	✓ the processing is unlawful or,
providers	and referrals.	<u>Management</u>	necessary in the field of	✓ where we no longer need the data for the purposes of the
with NHS	Your information will also be shared with	Codes of	employment, social security	processing.
contracts (e.g		Practice for	and social protection law.	
services	for example for medical imaging tests the	Health and	Article 9 (2) (h) - processing is	Right to object: In line with the UK GDPR Article 21, you have a general
providing	practice cannot perform itself.	Social Care.	necessary for medical or socia	g
ultrasound	Note that NHS contracts are commonly		care treatment or, the	some particular circumstances. This right only applies where we cannot
scans,	delivered by private organisations; some of		management of health or	demonstrate compelling legitimate grounds for continued processing of
medical	these providers will be partnerships,		social care systems and	your personal data for the purposes of direct provision of care, and
imaging;	companies and other bodies, along with		services.	compliance with a legal obligation to which we are subject.
specialist	statutory NHS bodies such as NHS Trusts.		81.1.1.1.	
providers	Your personal information may also be		Related Legislation:	If you wish to exercise any of your rights, please contact the Practice
such as those	processed for local administrative purposes		Data Protection Act 2018	(data controller) or the DPO and your request will be carefully
providing day			Section 10	considered.
surgery, other			Section 251B Health and	
direct care	local clinical audit;		Social Care Act 2012	Right to complain: If you are dissatisfied with the way the Practice
tests /	Performance against local targets;		Confidentiality	processes your data, you have the right to appeal/complain. You may
services)	<ul><li>activity monitoring;</li></ul>		Confidentiality	raise the issue with the Practice's Data Protection Officer, contact
				details are given at section 6, or if not satisfied, with the Information
				Commissioner (ICO), whose contact details are given at section 9.

System / Recipients / Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	production of datasets to submit for commissioning purposes and national collections.  The source of the information shared in this way is your electronic GP record.			
Emergency Services (Ambulance trusts, police, A&E departments, out of hours services, 111)	circumstances the patient may be	Practice for Health and Social Care.	Article 6(1) (c) - processing for legal obligation; Article 6(1) (d) – the processing is necessary in order to protect the vital interests of the data subject;  Article 9 (2) (C) – the processing is necessary to protect the vital interests of the data subject  Related Legislation: Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012 Common Law of Duty of Confidentiality	You have the right to:  • Make pre-determined decisions about the type and extent of care you will receive in an emergency, these are known as "Advance Directives" and are held in Univeral Care Plans (formerly called "Urgent Care Plans");  • access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested,  ✓ the processing is unlawful or,  ✓ where we no longer need the data for the purposes of the processing.  Right to object: You have the right to object to some or all of your personal information being shared with the recipients. You also have the right to have an "Advance Directive" placed in your records and brought to the attention of relevant healthcare workers or staff.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.

System / Recipients /	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Categories of				
Recipients				
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
GP	GP Federations are groups of GPs (patient	All records	Article 6(1) (c) - processing for	You have the right to:
Federations	centred organisation), working	held by the	legal obligation;	To access, view or request copies of your personal information;
and Primary	collaboratively and developing closer		Article 6(1) (e) - public interes	, , , , ,
Care	integration with other partners across	kept for the	or in the exercise of official	information;
Networks	health, social and third sector partners to	duration	authority.	restrict the processing of your personal information where:
/	facilitate an enhanced delivery of health	specified in	Autiala (2) (b)	✓ accuracy of the data is contested,
(groups of	and care services.	the <u>Records</u>	Article 9 (2) (h) - processing is	1.1.5 p. 1.5 555511.8 15 41.114 17.14.1 51.)
Practices working	Primary Care Networks (PCNs) are similar, but are led at the GP level and may involve	Management Codes of	necessary for medical or socia care treatment or, the	time of the first serious and actual territories of the
together, and	a variety of other organisations also noted	Practice for	management of health or	processing.
with other	in this privacy notice.	Health and	social care systems and	Right to object: In line with the UK GDPR Article 21, you have a general
providers, to	North Central London Integrated Care	Social Care	services.	right to raise an objection to the processing of your personal data in
provide	Service are a wider grouping performing	<u>Social care</u>	Services.	some particular circumstances. This right only applies where we cannot
joined-up and			Related Legislation:	demonstrate compelling legitimate grounds for continued processing of
effective	In each case the Practice remains the data		Data Protection Act 2018	your personal data for the purposes of direct provision of care, and
care)	controller for the information about you.		Section 10	compliance with a legal obligation to which we are subject.
	Through various hubs in the community the		Section 251B Health and	, , , , , , , , , , , , , , , , , , , ,
North Central	GP Federations and PCNs provide direct		Social Care Act 2012	If you wish to exercise any of your rights, please contact the Practice
London	health and care services such as continued		Common Law of Duty of	(data controller) or the DPO and your request will be carefully
Integrated	extended access, home visits, universal		<u>Confidentiality</u>	considered.
Care Service	offers, musculoskeletal service, GP at front			
	door and other neighbourhood services			Right to complain: If you are dissatisfied with the way the Practice
	across North Central London (which covers			processes your data, you have the right to appeal/complain. You may

System / Recipients / Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Pharmacists Medicines Optimisation	the boroughs of Barnet, Camden, Enfield, Haringey and Islington)  If you visit receive treatment/consultation on any of these services, personal data concerning your GP medical record may be shared with the GP Federation and Multidisciplinary Teams (MDT) in order to enable them to make the best-informed decision about your health/care needs and provide you with the best possible care. The source of the information shared in this way is your electronic GP record.  Delivery of direct care e.g. vaccination, prescription fulfilment.  Medicines optimisation looks at the value which medicines deliver, making sure they are clinically effective and cost-effective. It is about ensuring patients get the right choice of medicines, at the right time, and are engaged in the process by their clinical team.  Medicines optimisation enables community pharmacies to request medication electronically from the Practice and view relevant information from your GP record in order to provide you with the best medicines.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (c) - processing for legal obligation. Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services.  Related Legislation:	<ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:         <ul> <li>accuracy of the data is contested,</li> <li>the processing is unlawful or,</li> <li>where we no longer need the data for the purposes of the processing.</li> </ul> </li> </ul>

System / Recipients / Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	The source of the information shared in this way is your electronic GP record.		Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012	If you wish to exercise any of your rights, please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Local Authority – Social Services	The practice works closely with Local Authorities to support and care for people of all ages to deliver the best possible social care.  Personal data concerning your GP medical record may be shared with Local Authorities and Multidisciplinary Teams (MDTs) delivering social care in order to enable them make the best informed decision about your social care needs if required. The source of the information shared in this way is your electronic GP record and your Local Authority social care records. Your GP is the data controller for your electronic GP record, your local authority is the data controller for your social care record.	kept for the duration specified in the Records Management Codes of Practice for	Article 6(1) (c) - processing for legal obligation; Article 6(1) (d) (processing for vital interests of data subject) and/or; Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9(2) (b) — processing necessary in the field of employment, social security and social protection law.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or	<ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:         <ul> <li>accuracy of the data is contested,</li> <li>the processing is unlawful or,</li> <li>where we no longer need the data for the purposes of the processing.</li> </ul> </li> <li>Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and</li> </ul>

System / Recipients / Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Multidisciplin ary Care Teams and clinics (MDTs	record may be shared with clinics delivering care or Multidisciplinary Teams (MDTs) in	Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and	social care systems and services.  Related Legislation: Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012  Article 6(1) (c) - processing for legal obligation; Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9(2) (b) – processing necessary in the field of employment, social security and social protection law. Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services.	If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  To access, view or request copies of your personal information; request rectification of any inaccuracy in your personal information; restrict the processing of your personal information where:  decuracy of the data is contested, decuracy of the data is contested.

System / Recipients / Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			Related Legislation: Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012	<b>Right to complain:</b> If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Care Homes	Personal data concerning your GP medical record may be shared with Care Homes delivering your care in order to enable their care professionals make the best informed decision about your care needs, and provide you with the best possible care if you are resident in a Care Home.  Note that many care homes are private sector organisations.  The source of the information shared in this way is your electronic GP record.	kept for the duration specified in the Records Management Codes of	Article 6(1) (c) - processing for legal obligation; Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9(2) (b) – processing necessary in the field of employment, social security and social protection law.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services.  Related Legislation:  Data Protection Act 2018  Section 10  Section 251B Health and  Social Care Act 2012	<ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:         <ul> <li>✓ accuracy of the data is contested,</li> <li>✓ the processing is unlawful or,</li> <li>✓ where we no longer need the data for the purposes of the processing.</li> </ul> </li> <li>Right to object: In line with the UK GDPR Article 21, you have a general</li> </ul>

System / Recipients /	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Categories of				
Recipients				
				Right to complain: If you are dissatisfied with the way the Practice
				processes your data, you have the right to appeal/complain. You may
				raise the issue with the Practice's Data Protection Officer, contact
				details are given at section 6, or if not satisfied, with the Information
The NHS	The NHS Account and the NHS App is	All records	Article 6(1) (e) - public interes	Commissioner (ICO), whose contact details are given at section 9.  You have the right to:
Account and			or in the exercise of official	
the NHS App	available to all patients over 13 years of age registered with a GP in England. Details are	held by the Practice will be		To access, view or request copies of your personal information;
ше ипз Арр	available online from	kept for the	authority.	request rectification of any inaccuracy in your personal  information.
	https://www.nhs.uk/nhs-app/	duration	Article 9(2) (b) – processing	information;
	The purpose of the processing is to allow	specified in	necessary in the field of	• restrict the processing of your personal information where:
	you to access NHS services more easily, to	the <u>Records</u>	employment, social security	<ul><li>✓ accuracy of the data is contested,</li><li>✓ the processing is unlawful or,</li></ul>
	be able to see information about your	Management Management	and social protection law.	<ul><li>✓ the processing is unlawful or,</li><li>✓ where we no longer need the data for the purposes of the</li></ul>
	health and care. The app includes a wide	Codes of	and social protection law.	processing.
	range of services which vary with each	Practice for	Article 9 (2) (h) - processing is	processing.
	provider.	Health and	necessary for medical or socia	Right to object: In line with the UK GDPR Article 21, you have a general
	You need to have verified your NHS account		care treatment or, the	right to raise an objection to the processing of your personal data in
	to access all the services on the NHS		management of health or	some particular circumstances. This right only applies where we cannot
	account and app; some services are		social care systems and	demonstrate compelling legitimate grounds for continued processing of
	available without full verification.		services.	your personal data for the purposes of direct provision of care, and
	If you are an NHS App user, we use the NHS			compliance with a legal obligation to which we are subject.
	Account Messaging Service provided by		Related Legislation:	
	NHS England to send you messages relating		Data Protection Act 2018	If you wish to exercise any of your rights please contact the appropriate
	to your health and care.		Section 10	data controller or DPO and your request will be carefully considered.
	The data controller for data on the NHS app		Section 251B Health and	Note that the practice is data controller only for its data on the NHS app
	depends on the use and provider. Full		Social Care Act 2012	not for that of other organisations, nor for the account or the app itself.
	details can be found at			
				Right to complain: If you are dissatisfied with the way the Practice
				processes your data, you have the right to appeal/complain. You may

System /	Purpose of the processing	Data Retention	Lawful basis (UK GDPR)	Your Rights
Recipients /		Period		
Categories of				
Recipients				
	https://www.nhs.uk/nhs-app/nhs-app-legal-			raise the issue with the Practice's Data Protection Officer, contact
	and-cookies/nhs-app-privacy-			details are given at section 6, or if not satisfied, with the Information
	policy/privacy-policy/			Commissioner (ICO), whose contact details are given at section 9.

# b. Other primary care services delivered for the purposes of direct care

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	
Integrated Urgent Care	Integrated Urgent Care Service (IUC) is an urgent care	All records held by	Article 6(1) (c) -	You have the right to:
Service (IUC) - covering	service delivered across North Central London (NCL)	the Practice will be	processing for legal	To access, view or request copies of your
Out of Hours and NHS 111	(Barnet, Camden, Enfield, Haringey and Islington) for	kept for the duration	obligation;	personal information;
service	the provision of a functionally integrated 24/7 urgent	specified in the	Article 6(1) (e) -	request rectification of any inaccuracy in
	care access, clinical advice and treatment service for	<u>Records</u>	public interest or in	your personal information;
	patients. IUC incorporates NHS 111 and Out of Hours	Management Codes	the exercise of	<ul> <li>restrict the processing of your personal</li> </ul>
	(OOH) services, which is often referred to as an IUC	of Practice for Health	official authority.	information where:
	Clinical Assessment Service.	and Social Care		✓ accuracy of the data is contested,
			Article 9 (2) (h) -	✓ the processing is unlawful or,
	The purpose of IUC is to ensure that patients receive		processing is	✓ where we no longer need the
	the best possible healthcare service in their		necessary for	data for the purposes of the
	community.		medical or social	processing.
	If you visit the urgent care centre or call NHS 111 for		care treatment or,	
	health related needs, personal data in your GP record		the management of	

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	will be shared with healthcare professionals in order to enable them make the best the best informed decision about your health needs.  The source of the information shared in this way is your electronic GP record.		health or social care systems and services.  Related Legislation: Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012 Common Law of Duty of Confidentiality	Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.  If you wish to exercise any of your rights, please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Continuing Health Care (CHC)	NHS Continuing Health Care (CHC) is free care outside of hospital that is arranged and funded by the NHS to support living with complex medical conditions and on-going healthcare needs which can be delivered in the patient's home, at their care home or in non-acute hospitals.  CHC is free, unlike support from social services for which a fee may be charged, depending on your income and savings. CHC is different from NHS Funded Nursing Care, which some people with less complex needs living in care homes receive. If you require CHC needs personal data concerning your GP medical record will be shared with the care home or in non-acute hospitals looking after you. The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (c) - processing for legal obligation. Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9(2) (b) — processing necessary in the field of employment, social security and social protection law. Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services.  Related Legislation: Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			Common Law of Duty of Confidentiality	have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Patient messaging software Accurx and iPLATO myGP	Accurx is a digital communication tool used by the practice to contact patients via SMS, email and the NHS App We use is to confirm appointments, invite patients to self-book an appointment or to gather information in relation to patient's health using questionnaires.  iPALTOis a cloud-based middleware platform securely hosted within the HSCN and integrated directly with our clinical system. It has a variety of functionalities/features that include: secure 2-way messaging with patients utilising both SMS and data. From a data protection perspective, myGP Connect GPs remain as Data Controllers. iPlato is a Data Processor and simply processes the personal data of patients to provide the service to the practice	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority. Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services. Related Legislation: Data Protection Act 2018 Section 10 Section 251B Health and Social Care Act 2012 Common Law of Duty of Confidentiality	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care,

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				and compliance with a legal obligation to which we are subject.
				If you wish to exercise any of your rights, please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Online Consultation Provider – eConsult	eConsult provides a service where patients can complete a set of online forms which will then refer them to their GP or other services to ensure the correct treatment can be accessed as quickly as practicable.  eConsult forward information to the practice where you give consent to do so; they are a data controller for your data until it is forwarded to the practice, at which point the practice is data controller for the information provided.  eConsult is a nationally available contract to GPs.	All records held by the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care  eConsult have a separate privacy notice for their activity as a data controller	Article 6 1(a) – consent of the data subject Article 9 2(a) – informed consent [Once data is passed to the GP, it is treated as part of the patient record – please see the patient record system.]	<ul> <li>You have the right to:         <ul> <li>To withdraw your consent to this processing – this has the same effect as right to object;</li> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
		https://econsult.net/ nhs-patients/privacy- policy		✓ where we no longer need the data for the purposes of the processing.
				Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data – as this is consent based we will immediately arrange for your data to be removed from all those organisations it has been shared with.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at
				section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Voluntary sector, Resilience networks and Social Prescribing	GP services can only be a part of care, and commonly voluntary/3rd sector organisations can help with conditions by providing support and other services. Where these may be helpful, we will, with your informed consent, share with these organisations to help you	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6 1(a) – consent of the data subject Article 9 2(a) – explicit consent	You have the right to:  • To withdraw your consent to this processing – this has the same effect as right to object;  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data – as this is consent based, we will immediately arrange for your data to be removed from all those organisations it has been shared with.  If you wish to exercise any of your rights, please contact the Practice (data controller) or the DPO and your request will be carefully considered.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Weight Management Coaching Provider MoreLife	Where a change in behaviour is needed to improve health, app and coaching services can help. GPs can refer to providers who have these services, with your informed consent to share. Patients can also self-refer if they meet the requirements for the Intervention.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6 1(a) – consent of the data subject Article 9 2(a) – explicit consent	You have the right to:  • To withdraw your consent to this processing — this has the same effect as right to object;  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested,  ✓ the processing is unlawful or,  ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data — as this is consent based we will immediately arrange for your data to be

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	removed from all those organisations it has been shared with.  If you wish to exercise any of your rights, please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.

## c. Statutory Disclosures of Information

to prevent an individual, safegu	ne members of public are recognised as needing guarding protection, for example children and erable adults. If an individual is identified as	All records held by	Article 6(1) (c) -	This sharing is a logal and professional
crime being a we can 'Safegi Where issue v you wi Ambul of hou The so	ag at risk from harm, we have a duty to do what can to protect that individual, and we are bound eguarding' laws to do so.  Ere there is a suspected or actual safeguarding e we will share information that we hold about with other relevant agencies such as local pulance trusts, the police, A&E departments, out ours services, 111 or Social Services) source of the information shared in this way is relectronic GP record.	the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care.	processing for legal obligation.  Article 6(1) (d) — the processing is necessary in order to protect the vital interests of the data subject  Article 9 (2) (C) — the processing is necessary to protect the vital interests of the data subject;  Article 9(2) (b) — processing necessary in the field of employment, social security and social protection law.  Related Legislation:	This sharing is a legal and professional requirement and therefore there is no right to object.  The Children Act 1989 requires local authorities to investigate where a child is the subject of an emergency protection order, is in police protection or where there is a reasonable cause to suspect that a child is suffering or is likely to suffer harm.  The Act requires the local authority to safeguard and promote the welfare of children who are in need, within their geographical area and to request help from specified authorities including General Practices, NHS Trusts, Integrated Care Systems / Boards (ICSes / ICBs – formerly CCGs) and NHS England.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
System/Recipients/ Categories of Recipients  The Care Quality Commission (CQC)	The Care Quality Commission (CQC) is a regulatory body established under the Health and Social Care Act. The CQC regulates health and social care services in England to ensure that safe health and care are provided. The law allows CQC to access identifiable patient data/medical records in our clinical system for the purposes of their assessment and investigation of significant safety incident.  The data will be shared with the Care Quality Commission, its officers and staff and members of the inspection teams that visit us from time to time.  The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care.	Lawful basis (UK GDPR)  Data Protection Act 2018 Section 10 (in particular the provisions under Schedule 2 Part 1 Section 18 relating to safeguarding) Section 47 of The Children Act 1989. Section 45 of the Care Act 2014  Article 6(1) (c) - processing for legal obligation; Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services  Related Legislation: Data Protection Act 2018 Section 10	Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to the processing of your personal data in some particular
	•			

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				provision of care, and compliance with a legal obligation to which we are subject.
				If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Law Enforcement and	In some circumstances the Practice may be legally	All records held by	Article 6(1) (c) -	This sharing is a legal and professional
Regulatory Bodies	required to share personal information with law enforcements and regulatory bodies (without the consent of the data subject) such as: the Police; Courts of Justice; HMRC and DVLA for the purposes of prevention or detection of crime; apprehension or prosecution of offenders; the assessment or	the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health	processing for legal obligation. Article 6(1) (e) - public interest or in the exercise of official authority.	requirement and therefore there is no right to object. Personal data processed these purposes are exempt the first data protection principle (processed lawfully, fairly and in a transparent manner).
	collection of any tax or duty or, of any imposition of a similar nature.	and Social Care.	Article 9 (2) (G) –	Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may
	GPs are obliged to notify the DVLA when fitness to drive requires notification, but an individual cannot or will not notify the DVLA themselves, and if there is concern for road safety, which would be for both the individual and the wider public.		the processing is necessary for reasons of substantial public interest Related Legislation:	raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	-
	The Practice will review each request based on its		There are a variety	
	merits before deciding whether to release		of acts which place	
	information to the 'relevant authorities'.		responsibilities on	
			health providers to	
	The source of the information shared in this way is		provide	
	your electronic GP record.		information for law	
			enforcement and	
			regulatory bodies.	
Medical Examiner Service	When a person dies, all death are now reviewed by	All records held by	Article 6(1) (c) -	This sharing is a legal and professional
	the medical examiner service. We are required to	the Practice will be	processing for legal	requirement and therefore there is no right to
	share information about the deceased's medical	kept for the duration	obligation.	object.
	record with the examiner. This record may contain	specified in the	Additionally, as the	
	information regarding the living – for example, family	Records	sharing is	Right to complain: If you are dissatisfied with
	members, persons who treated the deceased. Data is	Management Codes	mandated for	the way the Practice processes your data, you
	reviewed only by persons under a professional duty	of Practice for Health	improvement of	have the right to appeal/complain. You may
	of confidence as part of the medical examiner	and Social Care.	health and care	raise the issue with the Practice's Data
	service.		Article 6(1)(e) 'for	Protection Officer, contact details are given at
			the performance of	section 6, or if not satisfied, with the
			a task carried out in	Information Commissioner (ICO), whose
			the public interest	contact details are given at section 9.
			or in the exercise of	
			official authority'	
			Article 9 (2) (b):	
			processing is	
			necessary for the	
			purposes of	
			carrying out the	
			obligations and	
			exercising specific	
			rights of the	

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	
			controller or of the	
			data subject.	
			Additionally, as the	
			sharing is intended	
			to improve health	
			and care	
			Article 9 (2) (h) -	
			processing is	
			necessary for	
			medical or social	
			care treatment or,	
			the management of	
			health or social	
			care systems and	
			services.	
			Related Legislation	
			The National Health	
			Service Trust	
			(Scrutiny of Deaths)	
			(England) Order	
			<u>2021</u>	
Medico-Legal	Medico-Legal - Where a medical professional is	All records held by	Article 6(1) (c) -	This sharing is a legal and professional
	holding personal data for the purpose of providing	the Practice will be	processing for legal	requirement and therefore there is no right to
	medical reports in connection with legal action.	kept for the duration	obligation;	object.
		specified in the	Article 9 (2) (b):	
	The source of the information shared in this way is	Records	processing is	Right to complain: If you are dissatisfied with
	your electronic GP record.	Management Codes	necessary for the	the way the Practice processes your data, you
		of Practice for Health	purposes of	have the right to appeal/complain. You may
		and Social Care.	carrying out the	raise the issue with the Practice's Data
			obligations and	Protection Officer, contact details are given at
			exercising specific	section 6, or if not satisfied, with the

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			rights of the controller or of the data subject Art.18 (2): Processing for the establishment, exercise or defence of legal claims.	Information Commissioner (ICO), whose contact details are given at section 9.
General Medical Council (GMC)	General Medical Council (GMC) is a public body that maintains the official register of medical practitioners within the United Kingdom. Its primary responsibility is 'to protect, promote and maintain the health and safety of the public' by controlling entry to the register, and suspending or removing members when necessary.  Under the Medical Act 1983, the GMC has the power to request access to a patient's medical records for the purposes of an investigation into a doctor's fitness to practise.  The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care.	Article 6(1) (c) - processing for legal obligation. Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services  Related Legislation:  The Medical Act 1983  Data Protection Act 2018 Section 10	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  • accuracy of the data is contested, • the processing is unlawful or, • where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
The Health Service Ombudsman (HSO)	The Health Service Ombudsman (HSO) was set up by Parliament to provide an independent complaint handling service for complaints that have not been resolved by the NHS in England and UK government departments.  The HSO has the power to request access to a patient's medical records for the purpose of an investigation.  The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (c) - processing for legal obligation;  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services Related Legislation: The Health Services Commissioners Act 1993,s12 Data Protection Act 2018 Section 10	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  • accuracy of the data is contested, • the processing is unlawful or, • where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
NHS Counter Fraud	Under the NHS Act 2006, investigations into fraud in the NHS may require access to confidential patient information.  This means that we are compelled by the law to share your data.  The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (c) - processing for legal obligation;  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services  Related Legislation:	Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  This sharing is for a legal obligation and hence the rights to access, object or restrict processing are limited.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
NHS England	Transformation Directorate of NHS England,	All records held by	s10 NHS Act 2006 Article 6(1) (c) -	You have the right to:
Transformation	previously known as NHS Digital, and previously the	the Practice will be	processing for legal	To access, view or request copies of your
<u>Directorate</u> (formerly <u>NHS</u>	Health and Social Care Information Centre)_is a	kept for the duration	obligation;	personal information;
<u>Digital</u> )	national information and technology partner to the	specified in the		request rectification of any inaccuracy in
	health and social care system. They use digital	Records	Article 9 (2) (h) -	your personal information;
	technology to transform the NHS and social care.	Management Codes	processing is necessary for	<ul> <li>restrict the processing of your personal information where:</li> </ul>

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	
	NHS England Transformation Directorate carries out	of Practice for Health	medical or social	✓ accuracy of the data is contested,
	National Data collections/ extraction from the GP	and Social Care	care treatment or,	✓ the processing is unlawful or,
	record. These include:		the management of	✓ where we no longer need the
			health or social	data for the purposes of the
	General Practice Extraction Service (GPES)		care systems and	processing.
	This is an extraction of much of your GP data for use		services	
	by the NHS centrally for planning and research. It is		Related Legislation:	Right to object: You do not have the right to
	controlled by NHSE and is a statutory requirement		S254 of the Health	object as the sharing is a legal and professional
	upon your GP under sections 259(1)(a) and 259(5) of		and Social Care Act	requirement under the law.
	the Health and Social Care Act 2012.		<u>2012</u>	
	Further details for patients are provided at			Whilst there is no right to object under 6(1)(c),
	https://digital.nhs.uk/data-and-information/data-			NHSE respects Type 1 objections (9Nu0)
	collections-and-data-sets/data-collections/general-			present in the GP record and no data will be
	practice-data-for-planning-and-research.			extracted and uploaded if so.
	Next and District Audit (NDA)			Pinks to consider the second state of the seco
	National Diabetes Audit (NDA) - A national			<b>Right to complain:</b> If you are dissatisfied with
	monitoring system, auditing the care of patients with			the way the Practice processes your data, you
	diabetes. The data extracted for the purpose of NDA			have the right to appeal/complain. You may
	includes NHS Number, date of birth and postcode, as			raise the issue with the Practice's Data
	well as clinical parameters related to diabetes. NDA is			Protection Officer, contact details are given at
	a mandatory data extraction under section <u>254 of the</u>			section 6, or if not satisfied, with the
	Health and Social Care Act 2012, this means that we			Information Commissioner (ICO), whose
	are compelled by law to share your data			contact details are given at section 9.
	National Obesity Audit (NOA) – A national monitoring			
	system auditing patient journey for weight			
	management. The data extracted includes NHS			
	number, date of birth, postcode, sex, ethnicity, Body			
	Mass Index (BMI), obesity related co-morbidities,			
	healthcare interventions such as weight loss advice			
	and bariatric surgery. The NOA is a mandatory data			
	and pariative surgery. The NOA is a manuatory data			

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Categories of Recipients	extraction under 254 of the Health and Social Care	renou	dbi Nj	
	Act 2012, this means that we are compelled by law to			
	share your data. You can see their full privacy notice			
	at https://digital.nhs.uk/data-and-			
	information/clinical-audits-and-registries/national-			
	obesity-audit/transparency-notice			
	Individual GP Level Data (IGPLD) - A national			
	monitoring system to enable NHSE to provide GPs			
	with clinical information on the care provision for			
	their patients. The data extracted includes the NHS			
	number. IGPLD is a mandatory data extraction under			
	254 of the Health and Social Care Act 2012, this			
	means that we are compelled by law to share your			
	data			
	FGM - NHSE collects data on FGM within the NHS in			
	England on behalf of the Department of Health (DH).			
	Data collected is used to produce information that			
	helps improve NHS and local authorities to improve			
	on how they support women and girls who have had			
	or, who are at risk of FGM.			
	FGM Enhanced Dataset is a mandatory data			
	extraction under section <u>254 of the Health and Social</u>			
	Care Act 2012, this means that we are compelled by			
	law to share your data when required.			
	The source of the information shared in this way is			
	your electronic GP record.			
NHS England	NHS England is responsible for securing, planning,	All records held by	Article 6(1) (e) -	You have the right to:
	designing and paying for Primary Care & Specialised	the Practice will be	public interest or in	

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	NHS services not otherwise funded by North Central London Integrated Care Board. This includes planned and emergency hospital care, mental health, rehabilitation, community and primary medical care (GP) services.  We may often share personal information with NHS England potentially for safeguarding concerns that need escalating beyond our borough.  Where required the Practice may also have to share staff personal information with NHS England for the purpose of allegations framework or performers list. The source of the information that may be shared in this instance are in the staff record and patient's electronic GP record.	kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	the exercise of official authority. Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services.	<ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul>

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	
Local Authority Public	[Public Health England was replaced with two bodies	All records held by	Article 6(1) (c) -	You have the right to:
Health	during 2023]	the Practice will be	processing for legal	To access, view or request copies of your
	All local authorities have public health departments	kept for the duration	obligation;	personal information;
UK Health Security	with whom we are required to share certain	specified in the	Article 9(2) (b) –	request rectification of any inaccuracy in
Agency	information via various laws and regulations. Your	<u>Records</u>	processing is	your personal information;
	information will be shared for this purpose with the	Management Codes	necessary for	<ul> <li>restrict the processing of your personal</li> </ul>
Office for Health	local authority for your area of residence where	of Practice for Health	reasons of public	information where:
Improvement and	required by the law.	and Social Care	interest in the area	✓ accuracy of the data is contested,
<u>Disparities</u>	The <u>UK Health Security Agency</u> (UKHSA) is responsible		of public health,	✓ the processing is unlawful or,
	for protecting every member of every community		such as protecting	✓ where we no longer need the
(formerly Public Health	from the impact of infectious diseases, chemical,		against serious	data for the purposes of the
England)	biological, radiological and nuclear incidents and		cross-border	processing.
	other health threats.		threats to health or	
	The Office for Health Improvement and Disparities is		ensuring high	Right to object: You have a general right to
	focused focus on improving the nation's health so		standards of quality	raise an objection to your personal data being
	that everyone can expect to live more of life in good		and safety of health	shared with the recipient.
	health, and on levelling up health disparities to break		care and of	
	the link between background and prospects for a		medicinal products	If you wish to exercise any of your rights
	healthy life.		or medical devices.	please contact the Practice (data controller) or
	We are required by law to share information with			the DPO and your request will be carefully
	these two bodies, although most information is		Related Legislation:	considered.
	shared with them via the link to the local authority.		The Health	
	The source of the information shared in this way is		<u>Protection</u>	Right to complain: If you are dissatisfied with
	your electronic GP record.		(Notification)	the way the Practice processes your data, you
			Regulations 2010	have the right to appeal/complain. You may
			(SI 2010/659);	raise the issue with the Practice's Data
			The Health	Protection Officer, contact details are given at
			Protection (Local	section 6, or if not satisfied, with the
			<u>Authority Powers);</u>	Information Commissioner (ICO), whose
			Regulations 2010	contact details are given at section 9.
			(SI 2010/657)	

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	
			Data Protection Act	
			2018 Section 10	

# d. Processing for the Purposes of Commissioning, Planning, Research and Risk Stratification

System/Recipients/	Purpose of the processing	Data Retention	Lawful basis (UK	Your Rights
Categories of Recipients		Period	GDPR)	
Integrated Care Systems / Boards (ICSes / ICBs)	Integrated Care Boards (ICBs) are responsible for securing, planning, designing and paying for your NHS	All records held by the Practice will be	Article 6(1) (e) - public interest or in	<ul><li>You have the right to:</li><li>To access, view or request copies of your</li></ul>
Formerly known as	services, including planned and emergency hospital	kept for the duration	the exercise of	personal information;
Clinical Commissioning Groups CCG (s)	care, mental health, rehabilitation, community and primary medical care (GP) services. This is known as	specified in the Records	official authority.	<ul> <li>request rectification of any inaccuracy in your personal information;</li> </ul>
	'Commissioning'. We are part of the North Central London (NCL) Integrated Care System (ICS)	Management Codes of Practice for Health	Article 9 (2) (h) - processing is	<ul> <li>restrict the processing of your personal information where:</li> </ul>
	responsible for delivery of services.	and Social Care	necessary for	✓ accuracy of the data is contested,
	In order to enable North Central London ICB carry out its statutory responsibilities effectively, efficiently and		medical or social care treatment or, the management of	<ul><li>✓ the processing is unlawful or,</li><li>✓ where we no longer need the data for the purposes of the</li></ul>
	Tio Statutory responsibilities effectively, efficiently and		health or social	processing.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	safely, we may share personal data about you with the ICB for the following purposes:  Individual Funding Requests; Continuing Health Care; appeals, queries or compliments; safeguarding concerns; commissioning purposes such as payment for target achievement known as Quality and Outcomes Framework (QOF); and where the Practice is participating in agreed national or local enhanced services.  The source of the information shared in this way is your electronic GP record.		care systems and services	Right to object: You have a general right to raise an objection to your personal data being shared with the recipient.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
"Risk Stratification" (Population Health Management and Case Finding) Direct Care Recipient: Oracle Health (formerly Cerner) - HealtheIntent / HealtheRegistries EMIS Ardens - EMIS Templates Ardens Manager Secondary Use Recipient: NCL ICS	The Practice performs computerised searches of some or all of our records to identify individuals who may be at increased risk of certain conditions or diagnoses (e.g. diabetes, heart disease, risk of falling). Your records may be amongst those searched. This is often called "risk stratification" or "case finding". These searches are sometimes carried out by Data Processors who link our records to other records that they access, such as hospital attendance records and national data sets. The results of these searches and assessment may then be shared with other healthcare workers, such as specialist, therapists, technicians etc. The information that is shared is to enable the other healthcare workers to provide the	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	most appropriate advice, investigations, treatments, therapies and or care. Risk stratification can be grouped into two purposes namely:  Direct Care — 'Case Finding' where carried out by a health professional (e.g. GPs and Provider) involved in an individual's care or by a data processor acting under contract with such a provider, it is treated as direct care. This includes reviewing and checking on service outcomes by the health professionals involved in care. This is performed in HealtheIntent and has an objection (opt-out) you can exercise along with the London Care Record.  Secondary Use - understand the local population needs and plan for future requirement. Your identifiable personal data is used to create the data sets for this purpose, but no identifiable data is available to the persons performing indirect care tasks. This use is authorised by the Secretary of State via the Confidentiality Advisory Group (CAG). You can object (opt-out) from this use at the ICS Website or with a form from your GP The source of the information shared in this way is your electronic GP record.		Related Legislation: Section 251B Health and Social Care Act 2012 Section 251 NHS Act 2006	being shared in HealtheIntent or use for risk stratification. You also have the right opt out of HealtheIntent by completing an opt-out form with your Practice or online as below. Although we will first need to explain how this may affect the care you receive. Opting out of HealtheIntent includes opting out of the London Care Record.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  You can also opt-out of the London Care Record and HealtheIntent via the form available online at https://nclhealthandcare.org.uk/our-working-areas/using-digital-technology-to-improve-health-and-care/info-residents/opting-out-of-the-joined-up-health-and-care-record/  You can also opt-out of the Local Secondary Use via the form available online at https://nclhealthandcare.org.uk/digital/digital-information-for-patients/your-health-and-care-data-can-help-improve-services/  You have the right to object to the sharing of your personal health data concerning your GP for the indirect care (planning) purposes. This

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				is exercised via the National Data Opt-out; see the NHS Your Data Matters page. If you exercise this right, your data will no longer be supplied for the purpose. This covers the Local Secondary Use as well as national use. If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Prescribing Improvement and alerting	The Practice when prescribing passed pseudonomised data to prescribing improvement and alerting services to ensure that healthcare	All records held by the Practice will be kept for the duration	Article 6(1) (e) - public interest or in the exercise of	You have the right to:  To access, view or request copies of your personal information;
Recipient: First Databank UK Optum	workers provide the most appropriate treatments and therapies. This allows the NHS to reduce cost and improve patient safety.  The source of the information shared in this way is your electronic GP record.	specified in the Records Management Codes of Practice for Health and Social Care	official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social	<ul> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:         <ul> <li>accuracy of the data is contested,</li> <li>the processing is unlawful or,</li> <li>where we no longer need the data for the purposes of the processing.</li> </ul> </li> </ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			care systems and services  Related Legislation:	Right to object: You have a general right to raise an objection to your personal data being shared with the recipient.
			Section 251 NHS Act 2006	If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Recipient: Oviva UK Ltd (Paediatric Cow's milk allergy) Oviva UK Ltd (Adult Oral Nutritiopn Support) Oviva UK Ltd (Diabetes Remission Services, commonly referred to as Type 2 Diabetes to Remission [T2DR] or Low Calorie Diet [LCD])	If your child has a cow's milk allergy, or you are an adult patient with certain nutrition difficulties, Oviva UK will be used as a subprocessor to provide assistance for the condition.  The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			care systems and services	Right to object: You have a general right to raise an objection to your personal data being shared with the recipient.
			Related Legislation: Section 251 NHS Act 2006	If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Research partners using	The practice supplies pseudonymised data to	The pseudonymised	Article 6(1) (e) -	You have the right to:
pseudonymised patient	organisations such as Clinical Practice Research	data is retained	public interest or in	Bishada ahisada Wali
data	Datalink (CPRD), for the purposes of performing research without using directly identifiable data. Data is matched before being provided with data from	indefinitely for longitudinal studies.	the exercise of official authority.	<b>Right to object:</b> You have a general right to raise an objection to your personal data being shared with the recipient.
	other sources (e.g. acute settings) and stored for research analysis. Researchers then approach the organisation for data extracts for research; for example, research using CPRD data and services has		Article 9 (2) (j) - for archiving purposes in the public interest, scientific	This is managed via the National Data Opt-out, see the <u>NHS Your Data Matters</u> page
	resulted in over 3,000 peer-reviewed publications investigating drug safety, health care delivery and disease risk factors. Researchers have to obtain a		or historical research purposes or statistical	Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may
	Research Ethics Committee (REC) approval, and, where necessary, a Confidentiality Advisory Group		purposes in accordance with	raise the issue with the Practice's Data Protection Officer, contact details are given at

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	Approval (CAG) approval before being given access tom data.  This data cannot be used to directly identify you without special measures; these are only authorised where they would be a risk to patient safety. As you cannot be directly identified, it is not possible to make rights requests on this data; it is excluded from the requirements of Articles 15-22.  This vital research informs clinical guidance and every day best practice such as demonstrating the safety of the MMR vaccine and the protective effects of the pertussis vaccine in pregnancy on infant health. You have the right to object to the sharing of your personal health data concerning your GP medical for research purposes. This is exercised via the National Data Opt-out; see the NHS Your Data Matters page. If you exercise this right, your data will no longer be supplied for the purpose.		Article 89(1) based on domestic law	section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Research Partners using patient identifiable data	The practice participates projects and will only agree to do so if there is an agreed clearly defined reason for the research that is likely to benefit healthcare and patients. Such proposals will normally have a consent process, ethics committee approval, and will be in line with the principles of <a href="Article 89(1)">Article 89(1)</a> of UK GDPR.  Research organisations do not usually approach patients directly but will ask us to make contact with suitable patients to seek their consent. Occasionally research can be authorised under law without the need to obtain consent. This is known as the Section	All records held by the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (j) - for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	251 arrangement, however this generally falls into the pseudonymised data permissions noted above.  We may also use your medical records to carry out research within the practice.  The individual organisations involved will notify you via the consent process of their processing.  The source of the information shared in this way is your electronic GP record.  Many of these research processes are guided and assisted by Noclor NHS Research Office		accordance with Article 89(1) based on domestic law	Right to object: You have a general right to raise an objection to your personal data being shared with the recipient.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Employment Processing	The Practice ensures the protection of the rights and freedoms in respect of the processing of its employees' personal data, in particular for the purposes of the recruitment, obligations performance contract of employment, rights and benefits management planning, health and safety, equality and diversity in the workplace, health and safety at work.  The Practice ensures that personal data it collects from employees are used only for employment related purposes or where there is a statutory obligation to share the personal information with to	All records held by the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9(2) (b): processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the	<ul> <li>Employees have the right to:         <ul> <li>To access, view or request copies of their personal information held by the Practice;</li> <li>request rectification of any inaccuracy to their personal information;</li> <li>restrict the processing of their personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	regulatory bodies (e.g. courts, police or NHS England).		controller or of the data subject	Right to object: Employees have a general right to raise an objection to the sharing personal data.  If an employee wishes to exercise his/her rights they can contact the Practice (data controller) or the DPO and their request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.

## e. Data Sharing Databases

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
London Care Record (in North Central London, provided via Oracle Health (formerly Cerner) - Health Information Exchange (HIE))	The London Care Record (LCR) is an Electronic Health Record (EHR) linking system that brings together patient data across the health and care system in a secure manner, embedding a single aggregated longitudinal view of the patient natively in each EHR system irrespective of traditional organisational or technological boundaries.  The LCR includes information about patients/clients recorded by acute hospitals, mental health, community health, social care and GP Practices.  Healthcare professionals across London and the region are able to access can access subsets of their patients/service users' medical or social records from a single system in order to provide the best possible care.  The source of the information shared in this way is your electronic GP record for the purposes of direct patient care and indirect care. The full local privacy notice for this system can be found on the page below <a href="https://nclhealthandcare.org.uk/digital/digital-information-for-patients/the-london-care-record/">https://nclhealthandcare.org.uk/digital/digital-information-for-patients/the-london-care-record/</a>	All records held by the Practice and in the LCR system are kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care	Article 6(1) (c) - processing for legal obligation; Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services.  Related Legislation: Section 251B Health and Social Care Act 2012 Common Law of Duty of Confidentiality	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Oracle Heath (formerly Cerner) - HealtheIntent Oracle Health (formerly Cerner) - HealtheAnalytics	HealtheIntent is a platform that allows the practice and other healthcare providers to improve healthcare outcomes, patient experience, reduce adverse events and shift towards more preventative care. It covers	All records held by the Practice and in the systems are kept for the duration	Article 6(1) (c) - processing for legal obligation; Article 6(1) (e) -	https://nclhealthandcare.org.uk/opting-out-of-the-joined-up-health-and-care-record/  If you wish to exercise any other of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  To access, view or request copies of your personal information;  request rectification of any inaccuracy in
Oracle Health (formerly Cerner) - HealthEDW	both sharing and risk stratification.  HealtheIntent uses the shared care record (see above, LCR) plus additional data from care providers to give a better picture of your health.  The HealtheIntent platform contains three main tools HealtheRecord, HealtheRegistries and HealtheAnalytics, and a data warehouse (HealthEDW).	specified in the Records Management Codes of Practice for Health and Social Care	public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of	your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Categories of Necipierits	<ul> <li>HealthEDW is the data warehouse which securely holds all of the normalised, longitudinal data. Normalised means that all the same measurements are used so there is no confusion, longitudinal means that data is available over time.</li> <li>HealtheRegistries provides a dashboard view for specific population cohorts usually a long-term condition e.g. diabetes. It provides users with an overview of indicators/measures and allows them to see how a patient is doing against these measures e.g. Hba1C result as well as their population (e.g. GP practice). This helps the user identify gaps or duplication in care at both an individual and population level.</li> <li>HealtheAnalytics is a dashboard tool (Tableau) which can be used to identify trends and unwarranted variation in population cohorts. It will also enable clinicians and care professionals to 'drill down' to see which of their patients/clients require specific action.</li> </ul>	renou	health or social care systems and services.  Related Legislation: Section 251B Health and Social Care Act 2012 Common Law of Duty of Confidentiality	Right to object or opt-out: You have the right to raise an objection to your personal data being shared in HealtheIntent. You also have the right opt out of HealtheIntent by completing an opt-out form with your Practice. Although we will first need to explain how this may affect the care you receive.  Opting out of HealtheIntent includes opting out of the London Care Record.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  You can also opt-out of the London Care Record via the form available online at <a href="https://nclhealthandcare.org.uk/opting-out-of-the-joined-up-health-and-care-record/">https://nclhealthandcare.org.uk/opting-out-of-the-joined-up-health-and-care-record/</a> Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose
	can be found at <pre>https://nclhealthandcare.org.uk/digital/digital- information-for-patients/the-london-care-record/</pre>			contact details are given at section 9.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
EMIS Systems Local Record Sharing — Integrated Care	EMIS Local Record Sharing enables your GP medical record held on our secure EMIS Web clinical system to be shared with other healthcare Providers (e.g. acute hospitals, mental and community health and other GPs) who are commissioned to provide to provide health care services within your borough. This local sharing is used to provide direct patient care for services such as continued extended access, home visits, universal offers, musculoskeletal service, GP at front door and other neighbourhood services across North Central London.  The information is accessed in real time and ondemand, meaning that data from your GP record is neither extracted, nor uploaded, nor sent anywhere in real time and on-demand, meaning that data from your GP record is neither extracted, nor uploaded,	All records held by the Practice and the EMIS Local Record Sharing system are be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (c) - processing for legal obligation; Article 6(1) (e) - public interest or in the exercise of official authority. Article 9(2) (b) - processing necessary in the field of employment, social security and social protection law.  Article 9 (2) (h) -	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to your personal data being shared with the recipients.
	nor sent anywhere. The source of the information shared in this way is your electronic GP record.  National Diabetic Retinal Screening Service – Diabetic eye screening is carried out in north central London by the North Central London Diabetic Eye Screening Programme (NCL-DESP).		processing is necessary for medical or social care treatment or, the management of health or social	If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
National NHS Services "Spine" including:  Patient Demographics Service  e-Referral Service Electronic Prescription Service GP2GP Summary Care Record	NCL-DESP is provided by North Middlesex University Hospital NHS Trust which conducts screening across five London boroughs: Barnet, Camden, Enfield, Haringey and Islington.  The source of the information shared in this way is your electronic GP record.  Spine supports the IT infrastructure for health and social care in England, joining together over 23,000 healthcare IT systems in 20,500 organisations.  It hosts 5 key services to support the delivery of your care. They enable healthcare professionals, authorised with an NHS smartcard, to view relevant information about you as follows:  Patient Demographics Service — The Personal Demographics Service (PDS) is the national electronic database of NHS patient details such as name, address, date of birth and NHS Number (known as demographic information). It helps healthcare professionals to identify patients and match them to their health records. It also allows them to contact and communicate with patients.  Summary Care Record (SCR) — is an electronic record of important patient information, created from GP	All records held by the Practice and the EMIS Local Record Sharing system are be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	care systems and services  Related Legislation: Section 251B Health and Social Care Act 2012 Common Law of Duty of Confidentiality  Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  To access, view or request copies of your personal information;  request rectification of any inaccuracy in your personal information;  restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object or opt-out: You have the right to raise an objection or opt-out of out of having a Summary Care Record (SCR) by returning a completed opt-out form to their GP practice. Although we will first need to explain how this may affect the care you receive.
	medical records. It can be seen and used by			

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	authorised staff in other areas of the health and care system involved in the patient's direct care.  When your personal health records on your GP Record is uploaded to the spine, NHSE becomes the data controller for the uploaded information.  The source of the information shared in this way is your electronic GP record.			Note that the London Shared Care Record (LCR) has a separate opt-out, noted above. You cannot opt-out of other Spine services as these services are essential to the management of the NHS.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
	At a minimum, the SCR holds important information about;  • current medication  • allergies and details of any previous bad reactions to medicines  • the name, address, date of birth and NHS number of the patient			Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
	Additional information, such as details of long-term conditions, significant medical history, or specific communications needs are in the SCR unless you have specifically stated that you do not want these included			
	e-Referral Service - The NHS e-Referral Service (e-RS) combines electronic booking with a choice of place, date and time for first hospital or clinic appointments. Patients can choose their initial hospital or clinic appointment, book it in the GP			

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	surgery at the point of referral, or later at home on the phone or online.  Electronic Prescription Service - The Electronic Prescription Service (EPS) sends electronic prescriptions from GP surgeries to pharmacies. Eventually EPS will remove the need for most paper prescriptions.  GP2GP - GP2GP allows patients' electronic health records to be transferred directly, securely, and			
	quickly between their old and new practices, when they change GPs. This improves patient care by making full and detailed medical records available to practices, for a new patient's first and later consultations.  The source of the information shared in all of the instances above in this way is your electronic GP record.			
NHS Cervical Screening Management System (CSMS) Bowel Cancer Screening System (BCSS) Breast Screening Select Abdominal Aortic Aneurysm Screening	CSMS is a web-enabled viewer which provides the facility for healthcare professionals to share/access patient data in the National Cervical Screening Programme.  Similarly for bowel cancer screening (BCSS), breast screening select (BSS), abdominal aortic aneurysm screening (AAA). Collectively they are sometimes known as the National Health Applications and Infrastructure Service (NHAIS)	Data is viewed on screen. If printed, it is destroyed when no longer required (usually within 24 hrs).	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or,	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li> <li>✓ accuracy of the data is contested,</li> <li>✓ the processing is unlawful or,</li> </ul> </li> </ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	These screening services are all part of the National Screening Services  Access to Screening Services is controlled by smartcards. Prior to July 2024, the system used for access was "Open Exeter".  The source of the information shared in this way is your electronic GP record.		the management of health or social care systems and services	where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to your personal data being shared in these systems.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.

## f. Data Processors

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
AccuRx	AccuRx supply a number of systems to practices including text (SMS) messaging and remote consultations.  Your personal data is passed to them solely for these purposes and not used further.	Processing is carried out by AccuRx under instruction held as a processing agreement with your GP. Data is not retained in this system once processed but transferred to the clinical record system.	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.  If you wish to exercise any of your rights please contact the Practice (data controller) or

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Amazon Web Services (AWS)	Amazon web services are used as a sub-processor by some NHS organisations and suppliers, including EMIS and NHS England (in particular the Transformation Directorate, formerly known as NHS Digital).	Processing is carried out by AWS as a subprocessor to controllers such as and EMIS Health (part of Optum). These organisations are responsible under their contract for the management of the sub-processor. Your GP does not have a direct relationship with AWS.	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	Please see the main system entry for details.
Clinical Coding, Medical Summarisation, processing of new patient	The practice uses the listed processor(s) as a service for purposes including processing online registrations, coding letters received from others,	All records held in the Practice EMIS system be kept for	Article 6(1) (e) - public interest or in the exercise of	You have the right to:  To access, view or request copies of your personal information;
forms and other administrative services	filing, medical summarisation and letter creation.	the duration specified in the	official authority.	<ul> <li>request rectification of any inaccuracy in your personal information;</li> </ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
HealthTech-1	The source of this data varies – for example, you may input data into a registration system online, or we may receive information from another health and care provider.	Records Management Codes of Practice for Health and Social Care "GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.  Electronic patient records must not be destroyed or deleted for the foreseeable future."	Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>restrict the processing of your personal information where:         <ul> <li>✓ accuracy of the data is contested,</li> <li>✓ the processing is unlawful or,</li> <li>✓ where we no longer need the data for the purposes of the processing.</li> </ul> </li> <li>Right to object: In line with the UK GDPR         <ul> <li>Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.</li> </ul> </li> <li>If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.</li> <li>Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.</li> </ul>

System/Recipients / Categories of Recipients   Clinical Coding, Medical Summarisation, Referral Letter and Patient Letter creation based on Al analysis of conversation between patient and practitioners, verbal notes and statements made by the practitioner. Heidi Health   The source of this data is recordings of the conversations / Statements made by a practitioner will review the notes created and amend them as needed before adding to your record, providing the needed human intervention.   Article 9 (2) (h) - vour practitioner will review the notes created and amend them as needed before adding to your record, providing the needed human intervention.   Article 9 (2) (h) - vour practitioner will review the notes created and amend them as needed before adding to your record, providing the needed human intervention.   Article 9 (2) (h) - vour practitioner will review the notes created and amend them as needed before adding to your record, providing the needed human intervention.   Article 9 (2) (h) - vour presonal information;   The practice EMIS system be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care "GP records should be retained until 10 years after the patients' death or after the patient's death or after the patient's death or after the patient has permanently left the country, unless they remain in the UK.   Electronic patient record and demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.   If you wish to exercise any of your rights please contact the Practice (data controller) or
Summarisation, Referral Letter and Patient Letter creation based on AI analysis of conversation between patient and practitioner, or verbal statements by practitioner.  Heidi Health  In or analysing consultations between yourself and processed on AI analysis of conversation between patient and practitioner, or verbal statements by practitioner will review the notes created and amend them as needed before adding to your record, providing the needed human intervention.  In or held once processed. The entries in the patient record are held in the Practice EMIS system between patient and practitioner, or verbal statements by practitioner.  Heidi Health  In or held once processed. The entries in the patient record are held in the Practice EMIS system between the processing is one processing is unlawful or, where we no longer need the data for the purposes of the patient's death or after the patient's death
future." the DPO and your request will be carefully considered.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Microsoft Azure and Office 365 including Teams, SharePoint, OneDrive	The practice uses Microsoft Office 365 supplied by NHS England for internal information management. As such, it contains a mix of staff and patient personal data.  The practice uses Microsoft Office 365 in line with guidance from NHSE.  The source of this data as a patient is your electronic patient record.  Microsoft are also used as a processor by some NHS organisations and suppliers, including Optum, GP federations, most acute providers and others.	All records held in the Practice EMIS system be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care  "GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.  Electronic patient records must not be destroyed or deleted for the foreseeable future."	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
EMIS Health	EMIS Health, part of the Optum UK Group are responsible for the provision of a clinical system, software and IT services used by the Practice to securely store and process your medical record. All information about your personal health records are stored in your GP electronic record. This information is then available to practice staff & external bodies as outlined in this document.  This data can includes video, audio and photographic evidence from remote consultations.	Where Microsoft (particularly Azure) is a sub-processor, for example to Optum, your GP does not have a direct relationship and the contracting organisation is responsible under their contract for the management of the sub-processor All records held in the Practice EMIS system be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care "GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  To access, view or request copies of your personal information;  request rectification of any inaccuracy in your personal information;  restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
		Electronic patient records must not be destroyed or deleted for the foreseeable future."		right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data
				Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.
Huma Therapeutics Limited (Huma)	Huma provide an app and devices for blood pressure monitoring for use in hypertension care. This is used to improve control of hypertension and hence outcomes. Patients can sign up voluntarily.  Huma additionally use anonymous, aggregated data from the app to improve their products and for research. Your identifiable patient data is not used for this purpose.	All records held in the are kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or,

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			health or social care systems and services	✓ where we no longer need the data for the purposes of the processing.
				Right to object: You have a general right to raise an objection to your personal data being shared.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
NHSMail	The practice uses NHSMail to process and manage email and calendar appointments for staff. As such, it contains a mix of staff and patient personal data. The practice uses NHSMail in line with guidance from NHSE. Rights and policies in respect of staff personal data are held by NHSE (Transformation Directorate, formerly NHS Digital) as the controller and available at the link below NHSMail Transparency Information	The NHSMail data retention and Information Management policy is available at the link below:  NHSMail Data Retention and Information Management Policy	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or,	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or,

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
Categories of Recipients	The source of this data as a patient is your electronic	renou	the management of	✓ where we no longer need the
	patient record.		health or social	data for the purposes of the
	Note that NHSMail is now provided by Microsoft.		care systems and	processing.
	·		services	
				Right to object: In line with the UK GDPR
				Article 21, you have a general right to raise an objection to the processing of your personal
				data in some particular circumstances. This
				right only applies where we cannot
				demonstrate compelling legitimate grounds
				for continued processing of your personal data
				for the purposes of direct provision of care,
				and compliance with a legal obligation to
				which we are subject.
				If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				<b>Right to complain:</b> If you are dissatisfied with the way the Practice processes your data, you
				have the right to appeal/complain. You may
				raise the issue with the Practice's Data
				Protection Officer, contact details are given at
				section 6, or if not satisfied, with the
				Information Commissioner (ICO), whose
				contact details are given at section 9.
North Central London	NHS North Central London ICB is responsible for	All records held in	Article 6(1) (e) -	You have the right to:
Integrated Care Board	securing, planning, designing and paying for your NHS	the Practice EMIS	public interest or in	To access, view or request copies of your
	services, including planned and emergency hospital	system be kept for		personal information;

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
(formerly North Central London CCG)	care, mental health, rehabilitation, community and primary medical care (GP) services, Information Communication Technology (ICT), providing risk stratification and secondary use services. The ICB act as the Data Processor for EMIS Systems Local Record Sharing and, process personal data from your GP record in accordance with instructions from the Practice.  Some services provided by the ICB are shared across London and provided to the ICB by other areas. These are detailed in this document.  The source of the information shared in this way is your electronic GP record.	the duration specified in the Records Management Codes of Practice for Health and Social Care "GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.  Electronic patient records must not be destroyed or deleted for the foreseeable future."	the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:         <ul> <li>accuracy of the data is contested,</li> <li>the processing is unlawful or,</li> <li>where we no longer need the data for the purposes of the processing.</li> </ul> </li> <li>Right to object: You have a general right to raise an objection to your personal data being shared.</li> <li>If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.</li> <li>Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.</li> </ul>
Southwest London Integrated Care Board <u>-</u> GP Practice Data Extraction Services	The GP Practice Data Extraction Services is shared across London, with Southwest London performing the service. This enables SWL to, on behalf of the NCL area, extract personal data from GP Practice covering	All records held in the Practice EMIS system be kept for the duration	Article 6(1) (e) - public interest or in the exercise of official authority.	You have the right to:  • To access, view or request copies of your personal information;

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	all currently registered patients and those ever registered since April 2009 except where patients have explicitly dissented from their information being extracted, for the provision of services back to the practice which may include: Risk stratification; linking data to other data sets; financial reporting; business intelligence; statistical analysis and; information to support delivery of patient care.  The source of the information shared in this way is your electronic GP record.	specified in the Records Management Codes of Practice for Health and Social Care	Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:         <ul> <li>accuracy of the data is contested,</li> <li>the processing is unlawful or,</li> <li>where we no longer need the data for the purposes of the processing.</li> </ul> </li> <li>Right to object: You have a general right to raise an objection to your personal data being shared, which will restrict your patient record from being shared with anyone outside your GP.</li> <li>If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.</li> <li>Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose</li> </ul>
<u>Docman</u>	OneAdvanced Limited act as a data processor and provides cloud-based storage software for electronic patient document. This includes letters that we	All records held in the Practice EMIS system and the Docman vault are	Article 6(1) (e) - public interest or in the exercise of official authority.	<ul> <li>contact details are given at section 9.</li> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> </ul> </li> </ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	receive, scan and upload to the patient record, as well as letters that we receive in an electronic format.  Generally, Docman enables primary health care organisations capture, file, workflow, view and manage primary care documents efficiently.  Docman also includes workflow modules which use Al to enhance the coding and management of documents. This, where used, summarises your patient documents, identifies their urgency and describes potential high-level actions. A human review of all outputs is required before data is finalised in your medical record.	kept for the duration specified in the Records Management Codes of Practice for Health and Social Care  "GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.  Electronic patient records must not be destroyed or deleted for the foreseeable future."	Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
•	Purpose of the processing  Docmail from CFH Docmail Ltd. enables primary health care organisations send letters, invoices and documents directly from computers and other portable devices.  The source of the information shared in this way is your electronic GP record for the purposes of direct administrative patient care.			your Rights  section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested,  ✓ the processing is unlawful or,  ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR  Article 21, you have a general right to raise an objection to the processing of your personal
		permanently left the country, unless they remain in the UK.  Electronic patient records must not be destroyed or deleted for the foreseeable future."		data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
iPlato	iPlato is cloud-based text messaging service used by GPs to communicate with their patients. The source of the information shared in this way is your electronic GP record for the purposes of direct administrative patient care.	All personal health records held in the Practice EMIS system and the iPlato system are kept for the duration specified in the Records Management Codes of Practice for Health and Social Care  "GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner (ICO), whose contact details are given at section 9.  You have the right to:  To access, view or request copies of your personal information;  request rectification of any inaccuracy in your personal information;  restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: In line with the UK GDPR Article 21, you have a general right to raise an objection to the processing of your personal data in some particular circumstances. This right only applies where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data
				for the purposes of direct provision of care,

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
		Electronic patient records must not be destroyed or deleted for the foreseeable future."		and compliance with a legal obligation to which we are subject.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you
				have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Inhealth Intelligence	InHealth (formerly QMS-UK) are commissioned by NHS England to provide secure data processing solutions for two services:  Child Health Information Service — information relating to children's vaccinations is shared with North East London Foundation Trust who run one of 4 Child Health Information Services across London. Additionally, they are an approved NHS provider for services such as diabetic retinopathy screening, ultrasound scans and other tests. Generally for these purposes they are a separate data controller.	All records held in the Practice EMIS system and the QMS database are kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care  "GP records should be retained until 10 years after the	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested,  ✓ the processing is unlawful or,  ✓ where we no longer need the data for the purposes of the processing.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
		patient's death or after the patient has permanently left the country, unless they		<b>Right to object:</b> You have a general right to raise an objection to your personal data being shared in QMS.
		remain in the UK.		If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Better Ltd Universal Care Plan (formerly "Urgent Care Plan")	Better Ltd are commissioned by South West London on behalf of all parts of London to provide secure data processing solutions for:  Universal Care Plans – The NHS aims to provide personalised care based on what matters to you.  Care planning enables your wishes and individual care and support needs to be communicated digitally with your healthcare professionals across London.  • A care plan can be created following a conversation between you and your healthcare professional (such as a doctor or nurse). Your healthcare professional will	All records held in the are kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care  Since the Universal Care Plan is created voluntarily by patients, patients can withdraw it at	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	listen to you, understand your needs and make notes about:  What is important to you in your day-to-day life  Your preferences or wishes about your care, such as where you prefer to be cared for  What support you need and who is best placed to provide this	any time, in which case it will be deleted.	care systems and services	Right to object: You have a general right to raise an objection to your personal data being shared.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
	<ul> <li>Information about others who may be involved in your care, such as relatives</li> <li>Based on your conversation, your healthcare professional can document this information using a digital system. Your care plan can be continuously updated throughout your life, depending on your needs and wishes.</li> </ul>			Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the
	For details, see <a href="https://ucp.onelondon.online/patients/">https://ucp.onelondon.online/patients/</a> Your healthcare professional will document a clinical recommendation, should you need emergency care. Information on your care plan is visible to all health and care services who are involved in your care. This may include the London Ambulance Service, 111 and Out of Hours GP services who may see you in an emergency.			Information Commissioner, contact details are given at section 8
Medicines Management and Prescribing Optimisation Optum Scriptswitch	emergency.  ScriptSwitch prompts prescribers with potentially better choices for medication when they are prescribing, based on NICE guidance and guidance from the NCL Medicines Management Team.  No identifiable personal data is shared or processed outside of the prescriber's computer, the app processes your data locally as an add-on to the EMIS	Scriptswitch does not create any identifiable records. Please refer to the entry for EMIS for details of your medical record.	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is	See Entry for EMIS

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	system. Your prescriber is free to accept or reject its suggestions based on their professional judgement. The app records anonymised data on the prescribing which is then provided as an aggregate (totals only) to the NCL Medicines Management Team for review.		necessary for medical or social care treatment or, the management of health or social care systems and services	
<u>GP Connect</u>	GP Connect allows authorised clinical staff to share and view GP practice clinical information and data between IT systems, quickly and efficiently. It is run and managed by NHS England It provides full record sharing to other partners in health and care and is used for a many of the linkages noted elsewhere in this notice.  For more details, please visit:  https://digital.nhs.uk/services/gp-connect	All records held in the Practice EMIS system are kept for the duration specified in the Records Management Codes of Practice for Health and Social Care  GP records should be retained until 10 years after the patient's death or after the patient has permanently left the country, unless they remain in the UK.	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	<ul> <li>You have the right to:         <ul> <li>To access, view or request copies of your personal information;</li> <li>request rectification of any inaccuracy in your personal information;</li> <li>restrict the processing of your personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Iron Mountain, and On-Site Scanning	To provides solutions for records management, data backup and recovery, document management, secure storage, and accredited data destruction.  The source of the information shared in this way is your electronic GP record.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care.	Article 6(1) (e) - public interest or in the exercise of official authority. Article 9 (2) (j) - for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89(1) based on domestic law	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to your personal data being shared for the purpose of risk stratification.  If you wish to exercise any of your rights, please contact the Practice (data controller) or the DPO and your request will be carefully considered.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Ramsey Brown Chartered Accountants	Ramsey Brown offer a wide range of business assurance services, from internal audit, counter fraud and forensic investigations, risk management and governance.	All records held by the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care.	Article 6(1) (e) - public interest or in the exercise of official authority.	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object: You have a general right to raise an objection to your personal data being shared for the purpose of risk stratification.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Peninsula IRIS Payroll	The HR supplier, Peninsula, provides practices with a software solution to enable the recording of Human Resources related information of its employees' personal data, in particular for the purposes of the recruitment, obligations performance contract of employment, rights and benefits management planning, health and safety, equality and diversity in the workplace, health and safety at work.  The payroll supplier, IRIS Payroll, provides practices with a software solution to enable the management and payment for employment of staff, contractors and others, including management of tax payments, pension payments, expenses and deductions. All processing is carried out in accordance with UK law relating to employment and taxation.  The Practice ensures that personal data it collects from employees are used only for employment related purposes or where there is a statutory obligation to share the personal information with to regulatory bodies (e.g. courts, police or NHS England).	All records held by the Practice will be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care.	Article 6 1(e) (public interest or in the exercise of official authority). Article 9(2) (b): processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject	<ul> <li>Employees have the right to:         <ul> <li>To access, view or request copies of their personal information held by the Practice;</li> <li>request rectification of any inaccuracy to their personal information;</li> <li>restrict the processing of their personal information where:</li></ul></li></ul>

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Surgery Connect	Surgery Connect provides practices with a software solution to enable the delivery and recording of telephone calls/video calls for the purposes of care delivery.  The Practice ensures that personal data it collects in this way is only used for the purposes of delivery of service, fact checking and quality assurance.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care.	Article 6 1(e) (public interest or in the exercise of official authority). Article 9(2) (b): processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject Article 9 (2) (h) - processing is necessary for medical or social care treatment or,	Persons involved in telephone/video calls have the right to:  • To access, view or request copies of their personal information held by the Practice;  • request rectification of any inaccuracy to their personal information;  • restrict the processing of their personal information where:  ✓ accuracy of the data is contested,  ✓ the processing is unlawful or,  ✓ where we no longer need the data for the purposes of the processing.  Right to object: Users have a general right to raise an objection to the sharing personal data.
			the management of health or social	If a user wishes to exercise his/her rights they can contact the Practice (data controller) or

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			care systems and services	the DPO and their request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Practice365 Redmoor	Practice365 provides practices with a software solution to provide a website, including online patient interactions the purposes of care delivery.  The Practice ensures that personal data it collects in this way is only used for the purposes of delivery of service, fact checking and quality assurance.	All records held by the Practice will be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care.	Article 6 1(e) (public interest or in the exercise of official authority). Article 9(2) (b): processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject Article 9 (2) (h) -	Persons using patient access / the website have the right to:  • To access, view or request copies of their personal information held by the Practice;  • request rectification of any inaccuracy to their personal information;  • restrict the processing of their personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.
			processing is necessary for medical or social care treatment or, the management of	<b>Right to object:</b> Users have a general right to raise an objection to the sharing personal data.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
			health or social care systems and services	If you wish to exercise your rights you can contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Consultant Connect	Consultant Connect provides a national network of consultants for GPs to access in order to assist with your direct care. Telephone advice and guidance, photo-messaging advice and guidance are the key services provided.	All records held by the Practice and the Consultant Connect Sharing system are be kept for the duration specified in the Records  Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object or opt-out: You have the right to raise an objection or opt-out of out of having an SCR by returning a completed opt-out form to their GP practice. Although

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				we will first need to explain how this may affect the care you receive.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
WHZAN	WHZAN provides care homes with monitoring devices to help perform medical checks. These devices can share data directly with the Practice and we can respond to the medical tests via the system, this providing better integrated care for care home residents.	All records held by the Practice and the WHZAN system are be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority. Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested, ✓ the processing is unlawful or, ✓ where we no longer need the data for the purposes of the processing.  Right to object or opt-out: You have the right to raise an objection or opt-out of out of

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				having an SCR by returning a completed opt-out form to their GP practice. Although we will first need to explain how this may affect the care you receive.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.
				Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8
Niche Health (iGPR)	[Delete as needed] We use the [iGPR system provided by Niche Health   Medi2Data system provided by Medidata Exchange ] for the purposes of providing you with medical reports and subject access request responses that are correctly mananged in respect of the rights of others.  These providers work as a processor on our behalf. They do not retain or use your medical records for any purpose other than fulfilling your requests.	All records held by the Practice and the XXXXX Sharing system are be kept for the duration specified in the Records Management Codes of Practice for Health and Social Care	Article 6(1) (e) - public interest or in the exercise of official authority.  Article 9 (2) (h) - processing is necessary for medical or social care treatment or, the management of health or social care systems and services	You have the right to:  • To access, view or request copies of your personal information;  • request rectification of any inaccuracy in your personal information;  • restrict the processing of your personal information where:  ✓ accuracy of the data is contested,  ✓ the processing is unlawful or,  ✓ where we no longer need the data for the purposes of the processing.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
				Right to object or opt-out: You have the right to raise an objection or opt-out of out of having an SCR by returning a completed opt-out form to their GP practice. Although we will first need to explain how this may affect the care you receive.  If you wish to exercise any of your rights please contact the Practice (data controller) or the DPO and your request will be carefully considered.  Right to complain: If you are dissatisfied with the way the Practice processes your data, you have the right to appeal/complain. You may raise the issue with the Practice's Data Protection Officer, contact details are given at
				section 6, or if not satisfied, with the Information Commissioner, contact details are given at section 8  Tel: 0303 123 1113 or 01625 545 745 Website: https://ico.org.uk
Social Media Channels: Facebook, Instagram,	We use these channels to provide general information and respond to general queries. We are not the data controller for your information here. Additionally, these channels are used occasionally by staff for reporting absence, urgent contacts with other staff, general work-related issues. The personal data here is that of our staff, not patients. We do not accept appointment requests, perform medical diagnosis or use personal data in any other	Not applicable – we are not the data controller.	Article 6 1(e) (public interest or in the exercise of official authority). There is no processing of special category data here.	Please refer to the social media company's privacy notice.

System/Recipients/ Categories of Recipients	Purpose of the processing	Data Retention Period	Lawful basis (UK GDPR)	Your Rights
	way than as noted above; if you message us using these channels, we will ask you to contact us directly.			

#### 9. The Information Commissioner

The office of the Information Commissioner (ICO) is the regulator for personal data use in the UK. You can contact them with complaints or concerns regarding our use of your personal data, but please note you should always attempt to resolve issues with us first.

The ICO can be contacted at:

Information Commissioner's Office Wycliffe House Water Lane Wilmslow Cheshire

Tel: 0303 123 1113 or 01625 545 745

Website: https://ico.org.uk

#### 10. What is EMIS Systems Local Record Sharing?

Your GP medical record is held on our secure clinical system called EMIS Web. This clinical system allows for local record sharing with other healthcare providers who are commissioned in your area to provide care (e.g. acute hospitals, mental and community health). Through this record sharing, clinicians are able to see clinical information entered by other organisations who are party to the EMIS local record sharing agreement.

This local sharing is used to provide direct patient care for services such as continued extended access, home visits, universal offers, musculoskeletal service, GP at front door and other neighbourhood services across North Central London in line the local care delivery strategy. It also enables specific GPs identify their patients with highly complex, multiple morbidity and/or frailty, who might benefit from targeted multi-disciplinary team support as part of case management and care planning (the "Case Finding Purpose").

# How will my information be made available?

The information is accessed in real time and on-demand, meaning that data from your GP record is neither extracted, nor uploaded, nor sent anywhere. The data remains within your GP EMIS database and users are allowed read-view access only. If you have any concerns regarding EMIS local record sharing you can opt out by speaking to your GP Surgery.

#### 11. What do we use anonymised data for?

We use anonymised data to plan health care services. Specifically we use it to:

- check the quality and efficiency of the health services we provide;
- plan for future service delivery to take into account local needs and priorities;
- prepare performance reports on the services we provide and,
- review the healthcare we provide in order they are of the highest standard.

### 12. Details of data linkage with other datasets

Data may be de-identified and linked so that it can be used to improve health care and development and monitor NHS performance. Where data is used for these statistical purposes, stringent measures are taken to ensure individual patients cannot be identified.

When analysing current health services and proposals for developing future services it is sometimes necessary to link separate individual datasets to be able to produce a comprehensive evaluation. This may involve linking primary care GP data with other data such as secondary uses service (SUS) data (inpatient, outpatient and A&E). In some cases there may also be a need to link local datasets which could include a range of acute-based services such as radiology, physiotherapy, audiology etc, as well as mental health and community-based services such as Improving Access to Psychological Therapies

(IAPT), community nursing, podiatry etc. When carrying out this analysis, the linkage of these datasets is always done using a unique identifier that does not reveal a person's identity.

The organisation responsible for processing de-identified and linked data under this category, on behalf of the Practice is North Central London Integrated Care Board We ensure that the data processor is legally and contractually bound to operate and prove security arrangements are in place where data that could or does identify a person are processed.

#### 13. What safeguards are in place to ensure data that identifies me is secure?

We only use information that may identify you in accordance with the data protection legislation. This requires us to process personal data only if there is a lawful basis for doing so and that any processing must be fair and lawful.

We also ensure the information we hold is kept in secure locations, restrict access to information to authorised personnel only, protect personal and confidential information held on equipment such as laptops with encryption (which masks data so that unauthorised users cannot see or make sense of it). Our appropriate technical and security measures include:

- The ability to ensure ongoing confidentiality, integrity, availability and resilience of our systems;
- the ability to quickly restore availability and access to personal information in the event of a physical or technical incident; and
- a process regularly testing, assessing and evaluating the effectiveness of security measures, and ensure they comply with the concept of privacy by design and default.

The NHS Digital Code of Practice on Confidential Information applies to all of our staff, and they are required to protect your information, inform you of how your information will be used, and allow you to decide if and how your information can be shared. All Practice staff are trained to ensure information is kept confidential.

We are registered with the Information Commissioner's Office (ICO) as a data controller and collects data for a variety of purposes. A copy of the registration is available through the <u>ICO website</u>. You can search by our Practice name or ICO Data Protection Register number, both of which are given at section 6 above (contact details).

### 14. What are your rights?

Where information from which you can be identified is held, you have the:

- Right of access to view or request copies of the records
- Right to rectification of inaccurate personal data or special categories of personal data
- Right to restriction of the processing of your data where accuracy of the data is contested, processing is unlawful or where we no longer need the data for the purposes of the processing
- Right to object to any automated individual decision-making
- Right to data portability by requesting the data which you provided to us (not data generated by us) in a structured, commonly used machine readable format. Your right to portability applies only where:
  - o data is processed by automated means, and
  - o you provided consent to the processing or,
  - o the processing is necessary for the fulfilment of a contract

These rights will only apply where we cannot demonstrate compelling legitimate grounds for continued processing of your personal data for the purposes of direct provision of care, and compliance with a legal obligation to which we are subject.

Your right to erasure (right to be forgotten) will only apply where you had given 'consent' to process your personal health data and later withdrew the consent, and does not apply to the extent where the processing of your personal health data is necessary for:

- Compliance with a legal obligation which we are subject to, under the UK law or, for the performance of a task carried out in the public interest or, in the exercise of official authority vested on us;
- medical purposes and/or for reasons of public interest in the area of public health; archiving purposes in the public interest, scientific or historical research purposes or statistical purposes;

the establishment, exercise or defence of legal claims

You can exercise your rights at any time by contacting the Practice (data controller) or the Data Protection Officer (DPO) at the contact addresses given, although we will first need to explain how this may affect the care you receive and any overriding legitimate grounds for the processing that may apply.

#### 15. Gaining access to the data we hold about you

You have the right to see or have a copy of personal data we hold that can identify you. You do not need to give a reason to see your data. However, some information may be withheld under some exceptional circumstances.

If you want to access your personal information you must do so in by contacting the practice at the address given or by contacting our DPO at the address given. Note that as the DPO does not have access to personal data, the DPO will forward requests to the practice, however it is a legal right for you to use this route should you choose.

## 16. What is the right to know?

The Freedom of Information Act 2000 (FOIA) gives people a general right of access to information held by or on behalf of public authorities, promoting a culture of openness and accountability across the public sector.

**g.** What sort of information can I request?

In theory, you can request any information that the Practice holds that does not fall under an exemption under the FOI Act. You may not ask for information that is covered by the Data Protection Regulations under FOIA i.e. personal data. However, you can request this under a Subject Access Request – see section above 'Gaining access to the data we hold about you'.

**h.** How do I make a request for information?

Your request must be in writing and can be either posted or emailed to:

Email: nclicb.killickstreetmanager@nhs.net

Post: Killick Street Health Centre, 75 Killick Street, London N1 9RH

#### 17. How the NHS and care services use your information

Whenever you use a health or care service, such as attending Accident & Emergency or using Community Care services, important information about you is collected in a patient record for that service. Collecting this information helps to ensure you get the best possible care and treatment. The information collected about you when you use these services can also be used and provided to other organisations for purposes beyond your individual care, for instance to help with:

- improving the quality and standards of care provided
- research into the development of new treatments
- preventing illness and diseases
- monitoring safety
- planning services

This may only take place when there is a clear legal basis to use this information. All these uses help to provide better health and care for you, your family and future generations. Confidential patient information about your health and care is **only used** like this where allowed by law.

Most of the time, anonymised data is used for research and planning so that you cannot be identified in which case your confidential patient information isn't needed.

You have a choice about whether you want your confidential patient information to be used in this way. If you are happy with this use of information you do not need to do anything. If you do choose to opt out your confidential patient information will still be used to support your individual care. To find out more or to register your choice to opt out, please visit <a href="www.nhs.uk/your-nhs-data-matters">www.nhs.uk/your-nhs-data-matters</a>. On this web page you will:

- See what is meant by confidential patient information
- Find examples of when confidential patient information is used for individual care and examples of when it is used for purposes beyond individual care
- Find out more about the benefits of sharing data
- Understand more about who uses the data
- Find out how your data is protected
- Be able to access the system to view, set or change your opt-out setting
- Find the contact telephone number if you want to know any more or to set/change your opt-out by phone
- See the situations where the opt-out will not apply

You can also find out more about how patient information is used at: <a href="https://www.hra.nhs.uk/information-about-patients/">https://www.hra.nhs.uk/information-about-patients/</a> (which covers health and care research); and <a href="https://understandingpatientdata.org.uk/what-you-need-know">https://understandingpatientdata.org.uk/what-you-need-know</a> (which covers how and why patient information is used, the safeguards and how decisions are made)

You can change your mind about your choice at any time.

Data being used or shared for purposes beyond individual care does not include your data being shared with insurance companies or used for marketing purposes and data would only be used in this way with your specific agreement.

Our organisation is compliant with the national data opt-out policy. There are other objections to processing – opt-outs – available to you. Please see the next pages for a summary of these.

# 18. Rights to object ("opt-outs")

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
National Data	Not direct care, it is research and planning. By	For you	There is a detailed information page at
Opt-Out for	opting out you restrict your confidential	If critical issues are	https://www.nhs.uk/your-nhs-data-matters/
Confidential	patient data from this use	discovered via research	
Patient Data for		that could have identified	You can opt in or out via the page above.
Research and	It is available to researchers/planners	you as someone at risk, you	
Planning	anywhere who have demonstrated a research and planning need for identifiable data and been through the approval process which	will not be included and hence not informed early.	If you wish to exercise your choice by post, a form is available at the Surgery.
	includes data protection and ethics reviews.  This differs from the Type 1 opt-out (see	For care in my area No impact	Note that if you opt out, data that does not identify you can still be used, e.g. number of patients in an area.
	below) in that it applies to all your data. Note that NHS Digital (now the NHS England Transformation Directorate) have stated that the GP Data for Research and Planning is only restricted by the Type 1 opt-out. NHS Digital have stated that the National Data Opt-Out does not apply to confidential data used within the NHS.	For the NHS  The NHS will be less able to plan.  Research may be affected by not having information.	[EMIS Codes are not used as the data is held centrally]

Objection Name	Is it direct care use only? Who can see it? Is	What does it mean if I opt	How do I get more information?
("opt-out")	my personal data sold?	out?	How do I opt in / opt out?
London Care Record	<b>Yes, direct care only.</b> All uses are direct care and restricted to the London area.	For you People providing care to	There is a detailed information page at  https://nclhealthandcare.org.uk/digital/digital-
(Local Shared Care Record – HIE/HEI)	It is available to health and care practitioners involved in your direct care in the London area.  Because it is direct care only, we will never sell your personal information	you may not have the latest information. You will probably have to answer repeated questions, and there is a risk of harm to you because local information (e.g. at a hospital) may be out of date. You may be at risk if treated in an emergency situation and are unable to provide information.  For care in my area We will be less able to join up your services and it will make it more difficult, and expensive, to provide some care to you. Where health and care initiatives are	https://nclhealthandcare.org.uk/digital/digital-information-for-patients/the-london-care-record/  Your GP surgery also has copies of the information in multiple languages.  The form to exercise your choice is provided as part of the detailed information.  Note that if you opt out data that does not identify you can still be used, e.g. number of patients in an area.  [EMIS Codes are not used as the data is held centrally]
		taking place outside your GP, you may not be included as your record will not be visible.	
		For the NHS  The extra cost may impact the wider NHS.	

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
North Central London Integrated Care System Secondary Data Use  [Note this system is intended to be replaced with an all-London system which will also have an opt-out.]	Not direct care; this is use for planning of services, review of deliveries and other purposes involving population health.	For you You won't be represented in statistics and planning. This is unlikely to impact you individually, but if enough people with similar needs to yours opt-out, services may not represent your needs.  For care in my area We will be less able plan services in a way that meets all the needs in the area.  For the NHS The extra cost may impact the wider NHS.	There is a detailed information page and opt-out form at <a href="https://nclhealthandcare.org.uk/digital/digital-information-for-patients/the-london-care-record/">https://nclhealthandcare.org.uk/opting-out-of-the-joined-up-health-and-care-record/</a>

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
Summary Care	Yes, direct care only. All uses are direct care.	For you	Full details of the Shared Care Record (SCR) are available
Record	You will be asked for consent before the record is accessed, if this is possible.	People providing care to you away from the London	at
(National Shared	resorta is decessed, it crits is possible.	area will have little	https://digital.nhs.uk/services/summary-care-records-
Care Record -	It is available to <b>health and care practitioners</b>	information about you. You	scr/summary-care-records-scr-information-for-patients
SCR)	involved in your direct care <b>anywhere in</b>	will probably have to	
·	England where you are treated.	answer repeated questions.	Your GP surgery will also have a national leaflet available
		You may be at risk if	explaining the Shared Care Record.
	Because it is direct care only, we will <b>never</b>	treated in an emergency	
	sell your personal information	situation and are unable to provide information. You	The national leaflet is available to download from the page above, or available at your GP and contains details of
		can choose to have no summary record, a basic	how to exercise your options.
		summary record containing data for your safety and a	Note that during the pandemic, NHSE updated to include additional SCR for all persons who had not expressly
		more detailed record including additional clinical	dissented – see the page above.
		data.	[EMIS Codes: 9Ndm – Express consent for core SCR 9Ndn –Express consent for core and additional SCR
		For care in my area	9Ndo – Express dissent for SCR (blank summary would be
		This record is not generally	uploaded to the Spine)]
		used locally as the HIE	
		record is used.	
		For the NHS	
		It affects the ability of	
		health and care	
		practitioners to treat you safely.	

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
GP Connect Record Sharing	Yes, direct care only. All uses are direct care. You will be asked for consent before the record is accessed, if this is possible.  It is available to health and care practitioners involved in your direct care anywhere in England where you are treated.  Because it is direct care only, we will never sell your personal information	For you People providing care to you away from the London area will have little information about you. You will probably have to answer repeated questions. You may be at risk if treated in an emergency situation and are unable to provide information. You can choose to have no summary record, a basic summary record containing data for your safety and a more detailed record including additional clinical data.  For care in my area This record is not generally used locally as the London Care Record record is used.  For the NHS It affects the ability of health and care practitioners to treat you safely.	Awaiting details; the national data sharing agreement is being finalised; when it is, the details will be part of the agreement.  Patients are advised by NHSE to contact their practice if they wish to opt out.  [EMIS codes will begin 93C]

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
Type 1 Opt-Out	Not direct care, it is research and planning. By	For you	There is a detailed information page at
(GP Record	opting out you restrict your confidential GP	If critical issues are	
sharing for	patient data from this use.	discovered via research	https://digital.nhs.uk/data-and-information/data-tools-
Research and		that could have identified	and-services/data-services/general-practice-data-
Planning)	It is available to researchers/planners	you as someone at risk, you	hub/care-information-choices
-	anywhere who have demonstrated a research	will not be included and	
	and planning need for identifiable data and	hence not informed early.	[EMIS Codes: 9Nu0 Type 1 Opt-out
	been through the approval process which	·	9Nu1 Type 1 opt back in.]
	includes data protection and ethics reviews.	For care in my area	
	·	No impact	
	Your GP will <b>never sell</b> your personal	·	
	information.	For the NHS	
		The NHS will be less able to	
	This differs from the National Data Opt-Out in	plan.	
	that it applies to your GP data only. The	·	
	National Data Opt-Out also opts out other	Research may be affected	
	providers. Note that NHS Digital (now the NHS	by not having information.	
	England Transformation Directorate) have	, ,	
	stated that the GP Data for Research and		
	Planning is only restricted by this opt-out.		

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
·		For you Every interaction outside of your GP will require a letter to be sent to share data. This can put you at risk as information will be incomplete.  This option includes the type 1 opt-out, so those issues also apply.  For care in my area Cost, difficulty and patient risk of care is increased as practitioners do not have access to your information.  This option includes the type 1 opt-out, so those issues also apply.  For the NHS Increased cost and complexity of care.  This option includes the type 1 option so those	

Objection Name ("opt-out")	Is it direct care use only? Who can see it? Is my personal data sold?	What does it mean if I opt out?	How do I get more information? How do I opt in / opt out?
Other provider opt-outs (e.g. Mental Health Trusts)	Yes – direct care. This covers ALL electronic sharing at the provider (e.g. if you had received treatment at the hospital it would not be shared electronically back to your GP or other providers).  No record is available outside the provider where you received treatment. Sharing of data to ensure treatment will be by letter/email.  Because there is no electronic record there is nothing to sell	For you Every interaction outside of your provider will not have the information from that provider; this may create risks for you as your treatment may be incorrect.  For referrals, a letter/email will provide the data. This can put you at risk as information will be incomplete.  For care in my area Cost, difficulty and patient risk of care is increased as practitioners do not have access to your information.  For the NHS Increased cost and complexity of care.	Speak to the individual provider.  They will provide opt-out information and how to exercise it.  [Coding varies depending on the care system used]

# Summary of Objection ("opt-out") Information

	Purposes affected			ldentifiable Data Restricted		
Objection to use ("Opt-Out")	Direct Care London	Direct Care England	Research and Planning	GP Data?	Other NHS Data?	Other Care Data?
National Data Opt-Out for Confidential Patient Data for Research and Planning			✓	✓	✓	✓
London Care Record (Formerly HIE/HEI)	✓			✓	✓	✓
North Central London Integrated Care System Secondary Data Use (NCL ICS)			[✓]	✓	✓	✓
Summary Care Record (National Shared Care Record - SCR)		✓		✓	✓	
GP Connect (National Access to your GP record)		✓		✓		
Type 1 Opt-Out (GP Record sharing for Research and Planning)			✓	✓		
No GP electronic care record sharing		✓	✓	✓		
Other provider opt-outs (e.g. Mental Health trusts)	✓	✓	✓		✓	✓

# 🗸 - available

- not available
- $(\checkmark)$  available, but more likely to use London Care Record
- [✓] planning only

# 19. Glossary of Terms

- **Aggregated data** anonymised data grouped together so that it doesn't identify individuals. For example, there are 117,000 people with COPD living in the London area. Aggregated data is used for many public health planning purposes.
- **Anonymised data** data about individuals but with identifying details removed. For example, name, address, postcode replaced with the first half of the postcode, date of birth replaced with just year and month of birth.
- Common Law of Duty of Confidentiality is not written out in one document like the UK GDPR or an Act of Parliament. Common Law is also referred to as 'judge-made' or case law. In practice, this means that all patient/client information, whether held on paper, computer, visually or audio recorded, or held in the memory of the professional, must not normally be disclosed without the consent of the patient/client. However, where the disclosure/sharing of the patient/client information is for the purpose of Direct Care consent to such disclosure/sharing may be implied where it is informed, given there is a legitimate relationship between the patient/client and the health professional.
- Data Protection Legislation means any laws or regulations applying to personal data in the UK.
- Personal Data means any information relating to an identified or identifiable natural person ('data subject'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.
- **Pseudonymised data** data about individuals but with identifying details (such as name or NHS number) replaced with a unique code. The unique code is restricted to internal NHS use and separated from the rest of the data so cannot easily be used to re-identify individuals.
- Special Categories of Personal Data Sometimes called "sensitive personal data". Data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation shall be prohibited.