

Detailed Privacy Information

Clifton Road Surgery (CRS)

You have the right to be informed about the collection and use of your personal data. This is a key transparency requirement under the GDPR.

The following provides detailed information about the many data processing activities that CRS performs.

General information sharing for direct medical care

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- Specific referrals
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Access to your GP record

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NHS Data Sharing databases

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- [Health Intelligence](#)
- [EMIS Web data streaming](#)

Statutory Disclosures of information

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- [The Courts](#)
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- NHS Digital
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Permissive Disclosures

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Data Processors

- [EMIS Health Ltd](#) (our electronic GP records database)
- [Content Capture](#)
- [Docman Ltd](#)
- [UKmail/IMail Ltd](#)

Pharmacies

- [Electronic Prescription Service](#) (EPS)
- [Pharmacy collection of FP10 prescriptions](#)

Accessing your information on other databases

- [Open Exeter](#)

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Confidential Waste

Communicating with our patients

- [SMS/Text messages](#)
- [Telephone Call Recording](#)
- [Email \(non-medical purposes\)](#)

The "Right to Object" and Article 6(1)(e)

The "Right to Access" and the "Right to Rectification"

In common with all GP surgeries, Clifton Road Surgery relies upon Article 6(1)(e) "Official Authority" to process personal data. That "official authority" is NHS England's powers to commission health services under [the NHS Act 2006](#) or to delegate such powers to CCGs.

The "supervisory authority" mentioned in all of the above is the Information Commissioner.

For independent advice about data protection, privacy, and data sharing issues, or if you wish to express your right to lodge a complaint, then her details are as follows:

The Information Commissioner
 Wycliffe House
 Water Lane
 Wilmslow
 Cheshire SK9 5AF
 Phone: 08456 30 60 60
 Website: www.ico.gov.uk

Our detailed privacy notice (which refers to all these types of data processing) can be seen in surgery or viewed/downloaded from our website.

If you would like any further information about primary or secondary uses of your GP record, opting out, the NHS Databases, access to your medical record, confidentiality, or about any other aspect of NHS data sharing or your medical records, then please do contact, in writing, the surgery's Caldicott Guardian / Information Governance lead, Dr Lesli Davies.

- [Our Practice Privacy Notice](#)
- [Our Practice Privacy Notice for Children](#)

- [Our "Your Medical Records" booklet](#)

Routine information sharing - direct medical care

This practice keeps data on you relating to who you are, where you live, what you do, your family, possibly your friends, your employers, your habits, your problems and diagnoses, the reasons you seek help, your appointments, where you are seen and when you are seen, who by, referrals to specialists and other healthcare providers, tests carried out here and in other places, investigations and scans, treatments and outcomes of treatments, your treatment history, the observations and opinions of other healthcare workers, within and without the NHS as well as comments and aide memoires reasonably made by healthcare professionals in this practice who are appropriately involved in your health care. When registering for NHS care, all patients who receive NHS care are registered on a national database, the database is held by NHS Digital, a national organisation which has legal responsibilities to collect NHS data. GPs have always delegated tasks and responsibilities to others that work with them in their surgeries, on average an NHS GP has between 1,500 to 2,500 patients for whom he or she is accountable. It is not possible for the GP to provide hands on personal care for each and every one of those patients in those circumstances, for this reason GPs share your care with others, predominantly within the surgery but occasionally with outside organisations. If your health needs require care from others elsewhere outside this practice, we will exchange with them whatever information about you that is necessary for them to provide that care. When you make contact with healthcare providers outside the practice but within the NHS it is usual for them to send us information relating to that encounter. We will retain part or all of those reports. Normally we will receive equivalent reports of contacts you have with non-NHS services, but this is not always the case. Your consent to this sharing of data, within the practice and with those others outside the practice is assumed and is allowed by the Law. People who have access to your information will only normally have access to that which they need to fulfil their roles, for instance admin staff will normally only see your name, address, contact details, appointment history and registration details in order to book appointments, the practice nurses will normally have access to your immunisation, treatment, significant active and important past histories, your allergies and relevant recent contacts whilst the GP you see or speak to will normally have access to everything in your record. You have the right to object to our sharing your data in these circumstances, but we have an overriding responsibility to do what is in your best interests. Please see below. We are required by Articles in the General Data Protection Regulations to provide you with the information in the following 9 subsections.

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect

<i>Purpose of the processing and the lawful basis for the processing</i>	To enable healthcare professionals working for CRS to provide all relevant and necessary information to another healthcare professional or organisation, when further medical care is required by the data subject. This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health
<i>Is this:</i> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	Healthcare professionals outside of CRS providing, or being asked to provide, direct medical care to the data subject, and who have a legitimate relationship to the data subject
<i>Retention period of the data (or criteria used to determine the retention period)</i>	As determined by the receiving organisation’s data retention policy on medical records. The data will be retained in line with the law and national guidance. https://digital.nhs.uk/article/1202/Records-ManagementCode-of-Practice-for-Health-and-Social-Care-2016 or speak to the practice.
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

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Emergency information sharing - direct medical care

There are occasions when intervention is necessary in order to save or protect a patient's life or to prevent them from serious immediate harm, for instance during a collapse or diabetic coma or serious injury or accident. In many of these circumstances the patient may be unconscious or too ill to communicate. In these circumstances we have an overriding duty to try to protect and treat the patient. If necessary we will share your information and possibly sensitive confidential information with other emergency healthcare services, the police or fire brigade, so that you can receive the best treatment. The law acknowledges this and provides supporting legal justifications. Individuals have the right to make pre-determined decisions about the type and extent of care they will receive should they fall ill in the future, these are known as "Advance Directives". If lodged in your records these will normally be honoured despite the observations in the first paragraph.

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>Doctors have a professional responsibility to share data in emergencies to protect their patients or other persons. Often in emergency situations the patient is unable to provide consent.</p> <p>To enable healthcare professionals working for CMP to provide all relevant and necessary information to another healthcare professional or organisation, when further medical care is required by the data subject. This is a Direct Care purpose</p> <p>Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>Healthcare professionals outside of CRS providing direct medical care to the data subject in an emergency and out of hours services at</p>

	local hospitals, diagnostic and treatment centres.
<i>Retention period of the data (or criteria used to determine the retention period)</i>	As determined by the receiving organisation's data retention policy on medical records The data will be retained in line with the law and national guidance
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	This privacy notice applies to all transfers of information (letter, fax, email, telephone etc.) deemed necessary to ensure provision of medical care for the data subject in an emergency situation, in order to protect that data subject's life, and where the data subject is unable to give consent. Appropriate information sharing is an essential part of the provision of safe and effective care. Patients may be put at risk if those who provide their care do not have access to relevant, accurate and up-to-date information about them. An example of this type of processing would be as follows: An individual is admitted to the A & E department of a hospital with life-threatening injuries following a serious road accident, and is unconscious due to brain trauma. The disclosure to the hospital of the individual's medical history, by the GP surgery, is necessary in order to protect his/her vital interests. We follow GMC guidance regarding patient objections to sharing information for direct care, and if a patient cannot be informed, which states: "Circumstances may arise in which a patient cannot be informed about the disclosure of personal information, for example in a medical emergency. In such cases, you should pass relevant information promptly to those providing the patient's care." "If the patient regains the capacity to understand, you should inform them how their personal information was disclosed if it was in a way they would not reasonably expect." Further information about GP records and confidentiality can be found on our website www.cliftonroadsurgery-rugby.nhs.uk

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Type 2 DM Structured Education (DESMOND)

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To permit patients newly diagnosed with Type 2 diabetes to be invited for a structured education programme about the condition. Demographic data as well as relevant clinical parameters are sent.</p> <p>Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	UHCW, Dietetic Department
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained by UHCW in line with the NHS data retention policy for clinical records
<i>The existence of each of your rights</i>	<p>Article 6(1)(e) gives the data subject the right to object.</p> <p>The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes:</p> <p>The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

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Diabetic Retinopathy Screening (DRS)

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	Consent (explicit) This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.
<ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	
<i>Purpose of the processing and the lawful basis for the processing</i>	To enable patients diagnosed with diabetes mellitus to receive invitations for diabetic eye screening on a regular basis Demographic and relevant clinical details about the data subject’s diabetic condition are extracted and uploaded Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health
<i>Is this:</i>	Extraction of information from the GP record
<ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	
<i>The recipient(s), or categories of recipients, of your personal data</i>	UHCW, Retinopathy Department
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained by UHCW in line with the NHS data retention policy for clinical records
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

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Home Oxygen Services

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	Consent (explicit) This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.
<ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	
<i>Purpose of the processing and the lawful basis for the processing</i>	To enable patients to receive home oxygen when clinically indicated. Sensitive personal clinical data will need to be provided to oxygen suppliers in order to safely provide oxygen at home for the patient. This is a direct care purpose. Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health
<i>Is this:</i>	
<ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	Baywater Healthcare (HOOF), responsible for providing home oxygen therapy services
<i>Retention period of the data (or criteria used to determine the retention period)</i>	As determined by Baywater healthcare’s data retention policy on medical records The data will be retained in line with the law and national guidance
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	Home Oxygen Service: www.baywater.co.uk/patient-carer/our-therapies/oxygen Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

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GP Records Access - Community/Other Clinical Staff

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
Purpose of the processing and the lawful basis for the processing	<p>To enable full access to GP records by healthcare professionals not employed by CRS, but working within CRS.</p> <p>This includes Midwives, District Nurses, pharmacists-medicines management and IAPT Counsellors.</p> <p>No data is extracted or uploaded out of the GP record</p> <p>This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Access to the GP record</p>
The recipient(s), or categories of recipients, of your personal data	
Retention period of the data (or criteria used to determine the retention period)	N/A
The existence of each of your rights	<p>Article 6(1)(e) gives the data subject the right to object.</p> <p>The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
The right to lodge a complaint with a supervisory authority	<p>Yes: The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	Midwives are employed by UHCW and run antenatal and pregnancy booking clinics at CRS.

	<p>District Nurses include the Community Matron, RGNs, APs, and HCAs, and are also employed by UHCW</p> <p>They most commonly visit patients at their homes but also work with CRS in multi-disciplinary meetings.</p> <p>Practice Pharmacists are employed by Coventry and Rugby CCG and review prescriptions/medications issued by CRS.</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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GP Records Access – Palliative Care GP Gateway

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ <i>Implied (e.g. direct care)</i> ○ <i>Explicit (e.g. 2^o uses)</i> • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable access to GP records, or the information therein, by healthcare professionals working within the GP Gateway.</p> <p>This is a Direct Care purpose</p> <p>Special category of data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(e) – Official Authority</p> <p>Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • <i>Access to your GP record</i> • <i>Extraction of information from your GP record</i> • <i>Access to data held about you by another data controller</i> 	<p><i>Extraction of information from your GP record</i></p>
<i>The recipient(s), or categories of recipients, of your personal data</i>	Healthcare Professionals within the GP Gateway providing direct medical care to the patient, information accessed via Castle Register
<i>Retention period of the data (or criteria used to determine the retention period)</i>	N/A
<i>The existence of each of your rights</i>	<p>Article 6(1)(e) gives the data subject the right to object.</p> <p>The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes:</p> <p>The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>The palliative care website for Coventry and Warwickshire is http://www.c-a-s-t-l-e.org.uk/</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk</p>

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Risk Stratification

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^ouses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected <p>We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect</p>
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>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 i.e. Diabetes, heart disease, risk of falling). 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. The results of these searches and assessment may then be shared with other healthcare workers, such as specialist, therapists, technicians etc.</p> <p>The information that is shared is to enable the other healthcare workers to provide the most appropriate advice, investigations, treatments, therapies and or care.</p> <p>To enable healthcare professionals, authorised with an NHS smartcard, to view relevant information extracted from the GP record, limited to allergies and medication</p> <p>Upload of basic and detailed additional SCR data</p> <p>This is a Direct Care purpose</p> <p>Special category of data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(e) – Official Authority</p> <p>Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p><i>Extraction of information from your GP record</i></p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>Healthcare Professionals within CRS. NHS Digital (who becomes the data controller for the uploaded information)</p> <p>Healthcare Professionals providing direct medical care to the data subject, with a legitimate relationship to the patients, and with contemporaneous explicit consent</p>

	This is a transfer of data from one data controller (CRS) to another (NHS Digital)
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained in line with NHS Digital policies on storing identifiable data https://digital.nhs.uk/keeping-patient-data-safe/how-we-look-after-your-health-and-care-information https://digital.nhs.uk/article/1202/Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016
<i>The existence of each of your rights</i>	You have the right to object to this processing where it might result in a decision being made about you. That right may be based either on implied consent under the Common Law of Confidentiality, Article 22 of GDPR or as a condition of a Section 251 approval under the HSCA. It can apply to some or all of the information being shared with the recipients. Your right to object is in relation to your personal circumstances. Contact the Data Controller or the practice. Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	More information about the Summary Care Record can be found via: www.nhsdatasharing.info Whilst the right to object exists under Article 6(1)(e), there is already a straightforward mechanism available for patients to opt-out of this type of data sharing (see our booklet linked below). Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

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The National Summary Care Record – Core/Basic

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>To enable healthcare professionals, authorised with an NHS smartcard, to view relevant information extracted from the GP record, limited to allergies and medication</p> <p>This is a Direct Care purpose</p> <p>Special category of data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>NHS Digital (who becomes the data controller for the uploaded information)</p> <p>Healthcare Professionals providing direct medical care to the data subject, with a legitimate relationship to the patients, and with contemporaneous explicit consent</p> <p>This is a transfer of data from one data controller (CRS) to another (NHS Digital)</p>
<p><i>Retention period of the data (or criteria used to determine the retention period)</i></p>	<p>Data retained in line with NHS Digital policies on storing identifiable data</p> <p>https://digital.nhs.uk/keeping-patient-data-safe/how-we-look-after-your-health-and-care-information</p>
<p><i>The existence of each of your rights</i></p>	<p>Article 6(1)(e) gives the data subject the right to object.</p> <p>The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
<p><i>The right to lodge a complaint with a supervisory authority</i></p>	<p>Yes: The Information Commissioner</p>

<p><i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i></p>	<p>No</p>
<p><i>Further information</i></p>	<p>There are no secondary uses of information uploaded to the SCR. No information uploaded to the SCR is or will be further passed on, or streamed, to any other local care record scheme. More information about the Summary Care Record can be found via: www.nhsdatasharing.info</p> <p>Whilst the right to object exists under Article 6(1)(e), there is already a straightforward mechanism available for patients to opt-out of this type of data sharing, please contact the practice. Further information about GP records and confidentiality can be found on our website: www.cliftonroadsurgery-rugby.nhs.uk</p>

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The National Summary Care Record - Enriched

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
Purpose of the processing and the lawful basis for the processing	<p>To enable healthcare professionals, authorised with an NHS smartcard, to view relevant information extracted from the GP record, beyond that of allergies and medication (i.e. over and above the “core” SCR)</p> <p>This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	<p>NHS Digital (who becomes the data controller for the uploaded information) Healthcare Professionals providing direct medical care to the data subject, with a legitimate relationship to the patients, and with contemporaneous explicit consent This is a transfer of data from one data controller (CRS) to another (NHS Digital)</p>
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with NHS Digital policies on storing identifiable data https://digital.nhs.uk/keeping-patient-data-safe/how-we-look-after-your-health-and-care-information</p>
The existence of each of your rights	<p>Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
The right to lodge a complaint with a supervisory authority	<p>Yes: The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No

<i>Further information</i>	<p>There are no secondary uses of information uploaded to the SCR. No information uploaded to the SCR is or will be further passed on, or streamed, to any other local care record scheme. More information about the Summary Care Record can be found via: www.nhsdatasharing.info</p> <p>Whilst the right to object exists under Article 6(1)(e), there is already a straightforward mechanism available for patients to opt-out of this type of data sharing, please contact the practice. Further information about GP records and confidentiality can be found on our website: www.cliftonroadsurgery-rugby.nhs.uk</p>
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National Screening Programmes

The NHS provides national screening programmes so that certain diseases can be detected at an early stage. These currently apply to bowel cancer, breast cancer, aortic aneurysms and diabetic retinal screening service. The law allows us to share your contact information with Public Health England so that you can be invited to the relevant screening programme.

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>To enable healthcare professionals across Warwickshire, as authorised, to view information extracted from the GP record when providing direct medical care to the data subject This is a Direct Care purpose only Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>The data will be shared with</p> <ul style="list-style-type: none"> - NHS Abdominal Aorta Aneurysm Screening - NHS bowel cancer screening - NHS UHCW Breast Screening Service - NHS cervical screening - NHS diabetic eye screening - NHS fetal anomaly screening - NHS infectious diseases in pregnancy - NHS newborn and infant physical examination screening - NHS newborn blood spot screening - NHS newborn hearing screening NHS sickle cell and thalassaemia screening
<p><i>Retention period of the data (or criteria used to determine the retention period)</i></p>	<p>As determined by the receiving organisation's data retention policy on medical records. The data will be retained in line with the law and national guidance.</p>

	https://digital.nhs.uk/article/1202/Records-ManagementCode-of-Practice-for-Health-and-Social-Care-2016
<i>The existence of each of your rights</i>	<p>Article 6(1)(e) gives the data subject the right to object i.e you have the right to object to some or all the information being processed under Article 21. Please contact the Data Controller or the practice. You should be aware that this is a right to raise an objection, that is not the same as having an absolute right to have your wishes granted in every circumstance You have the right to access the data that is being shared and have any inaccuracies corrected. There is no right to have accurate medical records deleted except when ordered by a court of Law. You have the right to object to this processing of your data and to some or all of the information being shared with the recipients. Contact the Data Controller or the practice. For national screening programmes: you can opt so that you no longer receive an invitation to a screening programme. See:</p> <p>https://www.gov.uk/government/publications/opting-out-of-the-nhs-population-screening-programmes</p>
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes: The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>Whilst the right to object exists under Article 6(1)(e), there is already a straightforward mechanism available for patients to opt-out of this type of data sharing, please contact the practice. Further information about GP records and confidentiality can be found on our website:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

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Health Intelligence

On behalf of NHS England, Health Intelligence extract data from EMIS on Childhood Vaccination and Immunisation Export and Report Service. CRS is actively involved in the provision of Vaccination and Immunisation services for patients aged 0-19, the information systems between GP Practices and NHSE are currently not integrated and Health Intelligence provides this link.

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>To enable healthcare professionals across Warwickshire, as authorised, to view information extracted from the GP record when providing direct medical care to the data subject This is a Direct Care purpose only Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>The data will be shared with - NHS England, Immunisations and Vaccinations</p>
<p><i>Retention period of the data (or criteria used to determine the retention period)</i></p>	<p>As determined by the receiving organisation's data retention policy on medical records. The data will be retained in line with the law and national guidance. https://digital.nhs.uk/article/1202/Records-ManagementCode-of-Practice-for-Health-and-Social-Care-2016</p>
<p><i>The existence of each of your rights</i></p>	<p>Article 6(1)(e) gives the data subject the right to object i.e you have the right to object to some or all the information being processed under Article 21. Please contact the Data Controller or the practice. You should be aware that this is a right to raise an objection, that is not the same as having an absolute right to have your wishes granted in every circumstance You have the</p>

	<p>right to access the data that is being shared and have any inaccuracies corrected. There is no right to have accurate medical records deleted except when ordered by a court of Law. You have the right to object to this processing of your data and to some or all of the information being shared with the recipients. Contact the Data Controller or the practice. For national screening programmes: you can opt so that you no longer receive an invitation to a screening programme. See:</p> <p>https://www.gov.uk/government/publications/opting-out-of-the-nhs-population-screening-programmes</p>
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes: The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	<p>No</p>
<i>Further information</i>	<p>Whilst the right to object exists under Article 6(1)(e), there is already a straightforward mechanism available for patients to opt-out of this type of data sharing, please contact the practice. Further information about GP records and confidentiality can be found on our website:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

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EMIS Web Data Streaming

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit) (sought and recorded at the time of access by A&E - contemporaneous)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
Purpose of the processing and the lawful basis for the processing	<p>To enable healthcare professionals in CRS view relevant information from the GP record This is a Direct Care purpose Special category of data (health) No data is extracted or uploaded outside of the GP record, merely viewed in real time Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Access to the GP record</p>
The recipient(s), or categories of recipients, of your personal data	Healthcare Professionals providing direct medical care to the data subject, with contemporaneous explicit consent
Retention period of the data (or criteria used to determine the retention period)	The data remains within the GP record
The existence of each of your rights	<p>Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
The right to lodge a complaint with a supervisory authority	<p>Yes: The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>CRS does not currently allow any of the out of hours GP/Clinical provision, locally, to access our patients records, this is done locally with some Practices through Black Pear.</p> <p>Whilst the right to object exists under Article 6(1)(e), there is already a straightforward mechanism available for patients to opt-out of this type of data sharing (see our booklet linked below).</p>

	<p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p>
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www.cliftonroadsurgery-rugby.nhs.uk

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The Care Quality Commission (CQC)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
Purpose of the processing and the lawful basis for the processing	<p>To enable The CQC access to a patient's medical records for the purposes of their assessment or investigation.</p> <p>Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation Article 9(2)(h) – Provision of Health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p> <p>and/or</p> <p>Access to the GP record</p>
The recipient(s), or categories of recipients, of your personal data	The CQC
Retention period of the data (or criteria used to determine the retention period)	If data provided to the CQC, then retained in line with CQC policies on storing identifiable data (see CQC Code of Practice)
The existence of each of your rights	N/A
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>The Care Quality Commission (CQC) is the independent regulator of health care and adult social care services in England. CQC also protects the interests of people whose rights are restricted under the Mental Health Act.</p> <p>Under the Health and Social Care Act 2008, the CQC has the power to request access to a patient's medical records for the purposes of an investigation into, or assessment of, an organisation.</p> <p>Requests for information should be proportionate and the minimum necessary.</p> <p>Relevant legislation: The Health and Social Care Act 2008, s64</p>

	<p>CQC Code of practice on confidential personal information 2016</p> <p>http://www.cqc.org.uk/sites/default/files/20160906%20Code%20of%20practice%20on%20CPI%202016%20FINAL.pdf</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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The Courts

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ <i>Implied (e.g. direct care)</i> ○ <i>Explicit (e.g. 2^o uses)</i> • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable healthcare professionals working in CRS to provide all necessary information about individuals to the courts, when instructed (“court order”).</p> <p>Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(c)– Legal Obligation Article 9(2)(h) – Management of Health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • <i>Access to your GP record</i> • <i>Extraction of information from your GP record</i> • <i>Access to data held about you by another data controller</i> 	<p>Extraction of information from the GP record</p>
<i>The recipient(s), or categories of recipients, of your personal data</i>	The Courts
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained in line with judiciary policies on storing identifiable data
<i>The existence of each of your rights</i>	N/A
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>The courts, both civil and criminal, have powers to order disclosure of information in various circumstances. We are required to disclose information if ordered to do so by a judge or presiding officer of a court.</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

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Driver & Vehicle Licensing Agency (DVLA)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Overriding public interest</p> <p>Where we can your data, without your consent, to save your life or that of others</p>
Purpose of the processing and the lawful basis for the processing	<p>Data disclosed is personal data. Under some circumstances, this might also include special category data</p> <p>Lawful bases:</p> <p>Article 6(1)(d) – Vital Interests Article 9(2)(h) – Official Authority</p>
<p>Is this:</p> <p>Access to your GP record</p> <ul style="list-style-type: none"> • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	Healthcare Professionals providing direct medical care to the patient
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with DVLA policies on storing identifiable data</p> <p>https://www.gov.uk/government/organisations/driver-and-vehicle-licensing-agency/about/personal-information-charter</p>
The existence of each of your rights	N/A
The right to lodge a complaint with a supervisory authority	<p>Yes:</p> <p>The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>Applicants and licence holders have a legal duty to notify the DVLA of any injury or illness that would have a likely impact on safe driving ability. GPs are obliged to notify the DVLA when fitness to drive requires <i>notification but an individual cannot or will not notify the DVLA themselves, and</i> if there is concern for road safety, which would be for both the individual and the wider public.</p> <p>Further information about GP records and confidentiality can be found in our "Your Medical Records" booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

The General Medical Council (GMC)

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
<ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ <i>Implied (e.g. direct care)</i> ○ <i>Explicit (e.g. 2^o uses)</i> • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable The GMC access to a patient’s medical records for the purposes of an investigation into a doctor’s fitness to practise.</p> <p>Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation</p> <p>Article 9(2)(h) – Provision of Health</p>
<i>Is this:</i>	Extraction of information from the GP record
<ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	
<i>The recipient(s), or categories of recipients, of your personal data</i>	<p>Data retained in line with GMC policies on storing identifiable data</p> <p>https://www.gmc-uk.org/privacy_policy.asp</p>
<i>Retention period of the data (or criteria used to determine the retention period)</i>	N/A
<i>The existence of each of your rights</i>	N/A
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes:</p> <p>The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>Disclosures to the GMC – investigation of a doctor’s fitness to practise</p> <p>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.</p> <p>Relevant legislation:</p> <p>The Medical Act 1983</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

The Health Service Ombudsman (HSO)

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable the HSO to receive information concerning a patient for the purposes of an investigation. Sensitive data (health) Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	Data retained in line with HSO policies on storing identifiable data
<i>Retention period of the data (or criteria used to determine the retention period)</i>	N/A
<i>The existence of each of your rights</i>	N/A
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>The HSO has the power to request access to a patient’s medical records for the purposes of an investigation.</p> <p>Relevant legislation: The Health Services Commissioners Act 1993,s12</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

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HM Revenue & Customs (HMRC)

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i> Consent <ul style="list-style-type: none"> ○ <i>Implied (e.g. direct care)</i> ○ <i>Explicit (e.g. 2^o uses)</i> ● <i>COPI Regulations 2002 (e.g. Reg 5 - “s251”)</i> ● <i>“overriding public interest” (to safeguard you or another person)</i> ● <i>legal obligation (e.g. court order)</i> 	Legal obligation This means that we are compelled by law to share your data in this way
<i>Purpose of the processing and the lawful basis for the processing</i>	To provide HMRC with information from the GP record, or documents, <i>for the purpose of checking the tax position of another person whose identity is known to the investigating officer (“the taxpayer”).</i> Sensitive data (health) Lawful bases: Article 6(1)(c) – Legal Obligation Article 9(2)(b) – Employment & Social Security
<i>Is this:</i> Access to your GP record <ul style="list-style-type: none"> ● <i>Extraction of information from your GP record</i> ● <i>Access to data held about you by another data controller</i> 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	HMRC
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained in line with HMRC policies on storing identifiable data https://www.gov.uk/government/publications/data-protection-act-dpa-information-hm-revenue-and-customs-hold-about-you/data-protection-act-dpa-information-hm-revenue-and-customs-hold-about-you
<i>The existence of each of your rights</i>	N/A
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	HMRC has the power to request access to a patient’s medical records for the purposes of an investigation into an individual’s tax affairs. Relevant legislation: Schedule 36, Part 1 of the Finance Act 2008 Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

NHS Counter Fraud

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
<ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ <i>Implied (e.g. direct care)</i> ○ <i>Explicit (e.g. 2^o uses)</i> • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>Under the NHS Act 2006, investigations into fraud in the NHS may require access to confidential patient information.</p> <p>Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation</p> <p>Article 9(2)(h) – Provision of Health</p>
<i>Is this:</i>	Extraction of information from the GP record
<ul style="list-style-type: none"> • <i>Access to your GP record</i> • <i>Extraction of information from your GP record</i> • <i>Access to data held about you by another data controller</i> 	
<i>The recipient(s), or categories of recipients, of your personal data</i>	NHS Counter Fraud authorities
<i>Retention period of the data (or criteria used to determine the retention period)</i>	<p>Data retained in line with NHS Counter Fraud policies on storing identifiable data</p> <p>https://cfa.nhs.uk/privacy</p>
<i>The existence of each of your rights</i>	N/A
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes:</p> <p>The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>The investigators have the power to require the disclosure of the relevant parts of a patient’s record, should they believe that this is important to the investigation.</p> <p>Relevant legislation: s10 NHS Act 2006</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

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NHS Digital – The National Diabetes Audit (NDA)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
Purpose of the processing and the lawful basis for the processing	<p>A national monitoring system, auditing the care of patients with diabetes (see notes below)</p> <p>Data extracted includes NHS number, date of birth and postcode, as well as clinical parameters related to diabetes</p> <p>The National Diabetes Audit (NDA) is a mandatory data extraction under s254 of the HSCA 2012</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation Article 9(2)(h) – Provision of Health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
The recipient(s), or categories of recipients, of your personal data	NHS Digital
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with NHS Digital policies on storing identifiable data</p> <p>https://digital.nhs.uk/keeping-patient-data-safe/how-we-look-after-your-health-and-care-information</p>
The existence of each of your rights	<p>Whilst there is no right to object under 6(1)(c), NHS Digital respects Type 1 objections (9Nu0) present in the GP record and no data will be extracted and uploaded if so.</p>
The right to lodge a complaint with a supervisory authority	<p>Yes:</p> <p>The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	<p>No</p>
Further information	<p>The National Diabetes Audit (NDA) is a mandatory data extraction under s254 of the HSCA 2012</p> <p>Patient Leaflet: http://content.digital.nhs.uk/media/15870/Leaflet---Information-for-People-With-</p>

	<p>Diabetes/pdf/Patinfo_CoreAudit_leaflet_FINAL3.pdf</p> <p>Data protection leaflet: http://content.digital.nhs.uk/media/23985/NDA-fact-sheet/pdf/NDA_fact_sheet_v0.3.pdf</p> <p>More information about NHS Digital extractions can be found at: www.nhsdatasharing.info</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk</p>
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NHS Digital – Individual GP Level Data (IGPLD)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
Purpose of the processing and the lawful basis for the processing	<p>A national monitoring system to enable NHS Digital to provide GPs with clinical information on the care provision for their patients</p> <p>This is a mandatory data extraction under s254 of the HSCA 2012</p> <p>The data extracted includes the NHS number</p> <p>This is personal data only</p> <p>Lawful basis: Article 6(1)(c)– Legal Obligation</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
The recipient(s), or categories of recipients, of your personal data	NHS Digital
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with NHS Digital policies on storing identifiable data</p> <p>https://digital.nhs.uk/keeping-patient-data-safe/how-we-look-after-your-health-and-care-information</p>
The existence of each of your rights	<p>Whilst there is no right to object under 6(1)(c), NHS Digital respects Type 1 objections (9Nu0) present in the GP record and no data will be extracted and uploaded if so.</p>
The right to lodge a complaint with a supervisory authority	<p>Yes: The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>This is a mandatory data extraction under s254 of the HSCA 2012</p> <p>NHS Digital privacy notice: http://content.digital.nhs.uk/article/7754/Privacy-Notice---individual-GP-level-data</p> <p>More information about NHS Digital extractions can be found at: www.nhsdatasharing.info</p>

	<p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p>
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www.cliftonroadsurgery-rugby.nhs.uk

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NHS Digital – FGM Enhanced Dataset

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
Purpose of the processing and the lawful basis for the processing	<p>NHS Digital collects data on Female Genital Mutilation (FGM) within the NHS in England on behalf of the Department of Health (DH). The data collected is used to produce information that helps to:</p> <ul style="list-style-type: none"> • improve how the NHS supports women and girls who have had or who are at risk of FGM • plan the local NHS services needed both now and in the future • help other organisations e.g. local authorities to develop plans to stop FGM happening in local communities <p>The FGM Enhanced Dataset is a mandatory data extraction under s254 of the HSCA 2012</p> <p>Lawful bases: Article 6(1)(c) – Legal Obligation Article 9(2)(h) – Provision of Health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
The recipient(s), or categories of recipients, of your personal data	NHS Digital
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with NHS Digital policies on storing identifiable data</p> <p>https://digital.nhs.uk/keeping-patient-data-safe/how-we-look-after-your-health-and-care-information</p>
The existence of each of your rights	<p>Whilst there is no right to object under 6(1)(c), NHS Digital respects Type 1 objections (9Nu0) present in the GP record and no data will be extracted and uploaded if so.</p>
The right to lodge a complaint with a supervisory authority	<p>Yes: The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>This is a mandatory data extraction under s254 of the HSCA 2012</p>

	<p>Patient Information: http://content.digital.nhs.uk/article/7524/Patients---your-FGM-information-and-how-we-use-it</p> <p>https://www.nhs.uk/Conditions/female-genital-mutilation/Documents/2905942-DH-FGM-Leaflet-English.pdf</p> <p>NHS Digital Directions: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/427336/fgm.pdf</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk</p>
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Statutory Disclosures to the Police

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p> <p>and</p> <p>Overriding public interest</p> <p>Where we can your data, without your consent, to save your life or that of others</p>
Purpose of the processing and the lawful basis for the processing	<p>Data disclosed is personal data. Under some circumstances, this might also include special category data</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation Article 9(2)(g) – Public Interest</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
The recipient(s), or categories of recipients, of your personal data	The police (or other judicial authorities)
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with police policies</p> <p>For example:</p> <p>https://www.warwickshire.police.uk/fair-processing-notice/</p>
The existence of each of your rights	N/A
The right to lodge a complaint with a supervisory authority	<p>Yes:</p> <p>The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>As with any disclosures to the police, there must be:</p> <ul style="list-style-type: none"> • a legal duty to disclose, or • a sufficiently important reason to disclose AND a legal basis for doing so <p>Prevention of Terrorism Act (1989) and Terrorism Act (2000)</p> <p>An obligation to inform the Police if you have information (including personal information) that may assist them in preventing an act of terrorism, or help in apprehending or prosecuting a terrorist.</p> <p>The Road Traffic Act (1988)</p> <p>A statutory duty to inform the Police, when asked, of any information that might identify any</p>

	<p>driver who is alleged to have committed an offence under the Act. We are not required to disclose clinical or other confidential information.</p> <p>The Female Genital Mutilation Act (2003) A statutory duty to report to the police under Section 5B of this Act where it appears that a girl under the age of 18 has been subject to genital mutilation.</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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Public Health

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
How does this comply with the Common Law Duty of Confidentiality? <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p> <p>or</p> <p>Regulation 3 of COPI 2002</p> <p>Where an application of law exists that allows sharing of your data without your consent</p>
Purpose of the processing and the lawful basis for the processing	<p>To enable healthcare professionals working in CRS to provide all necessary information about individuals to Public Health England, when medically required.</p> <p>Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(c)– Legal Obligation</p> <p>Article 9(2)(i) – Public interest – Public health</p>
Is this: <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	Public Health England
Retention period of the data (or criteria used to determine the retention period)	<p>Data retained in line with PHE policies on storing identifiable data</p> <p>https://www.gov.uk/government/organisations/public-health-england/about/personal-information-charter</p>
The existence of each of your rights	N/A
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>There are circumstances when personal sensitive data is required – on a mandatory basis – to be provided by CRS to PHE.</p> <p>Examples include notification of certain diseases and the provision of information, in the public interest, in cases such as epidemics, pandemics and other public health emergencies.</p> <p>Relevant legislation includes:</p> <ul style="list-style-type: none"> • the Health Protection (Notification) Regulations 2010 (SI 2010/659)

	<ul style="list-style-type: none">• the Health Protection (Local Authority Powers) Regulations 2010 (SI 2010/657)• the Health Protection (Part 2A Orders) Regulations 2010 (SI 2010/658)• Public Health (Control of Disease) Act 1984• Public Health (Infectious Diseases) Regulations 1988 • The Health Service (Control of Patient Information) Regulations 2002 <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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Child Protection – disclosures to Local Authority

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p> <p>and</p> <p>Overriding public interest</p> <p>Where we can your data, without your consent, to save your life or that of others</p>
Purpose of the processing and the lawful basis for the processing	<p>The provision of information from GP records when there is any reasonable concern that children or young people are at risk of abuse or neglect, when that is in a child’s best interests or necessary to protect other children or young people.</p> <p>The information provided will be both personal and sensitive data.</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation Article 9(2)(b) - Social Protection Law</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	Children’s Services– local authority (e.g. Warwickshire County Council) Health Visitors (e.g. SW NHS FT)
Retention period of the data (or criteria used to determine the retention period)	Data retained in line with local authority policies on storing identifiable data http://www3.hants.gov.uk/privacy.html
The existence of each of your rights	N/A
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>This relates to any healthcare professional within CRS who may need to disclose information to Children’s Services following a safeguarding concern.</p> <p>Relevant legislation: s29 of DPA (prevention of crime) https://www.legislation.gov.uk/ukpga/1998/29/section/29</p> <p>Further information about GP records and confidentiality can be found in our</p>

	"Your Medical Records" booklet: www.cliftonroadsurgery-rugby.nhs.uk
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S47 Disclosures to Children's Services

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Legal obligation</p> <p>This means that we are compelled by law to share your data in this way</p>
Purpose of the processing and the lawful basis for the processing	<p>The provision of information from GP records concerning children and families where a child is taken into Police Protection, is the subject of an Emergency Protection Order or there are reasonable grounds to suspect that a child is suffering or is likely to suffer Significant Harm This is a mandatory provision of information under Section 47 of the Children Act 1989 The information provided will be both personal and sensitive data</p> <p>Lawful bases:</p> <p>Article 6(1)(c) – Legal Obligation Article 9(2)(b) - Social Protection Law</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	Children's Services – local authority (e.g. Warwickshire County Council)
Retention period of the data (or criteria used to determine the retention period)	Data retained in line with local authority policies on storing identifiable data http://www3.hants.gov.uk/privacy.html
The existence of each of your rights	N/A
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>Relevant Legislation: s47 of The Children Act 1989 : https://www.legislation.gov.uk/ukpga/1989/41/section/47</p> <p>Further information about GP records and confidentiality can be found in our "Your Medical Records" booklet: www.cliftonroadsurgery-rugby.nhs.uk</p>

Other disclosures to the Police

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p> <p>Or</p> <p>Overriding public interest</p> <p>Where we can your data, without your consent, to save your life or that of others</p>
<ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>Data disclosed is personal data.</p> <p>Under some circumstances, this might also include special category data</p> <p>Lawful bases:</p> <p>Article 6(1)(e) – Official Authority</p> <p>Article 9(2)(g) – Public Interest</p>
<i>Is this:</i>	Extraction of information from the GP record
<ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	
<i>The recipient(s), or categories of recipients, of your personal data</i>	The police (or other judicial authorities)
<i>Retention period of the data (or criteria used to determine the retention period)</i>	<p>Data retained in line with police policies on storing identifiable data</p> <p>Data retained in line with police policies</p> <p>For example:</p> <p>https://www.warwickshire.police.uk/fair-processing-notice/</p>
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object.
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>As with any disclosures to the police, there must be:</p> <ul style="list-style-type: none"> • a legal duty to disclose, or • a sufficiently important reason to disclose AND a legal basis for doing so <p>Permissive disclosures to the police can be made under:</p> <ul style="list-style-type: none"> • s29(3) of the DPA • https://ico.org.uk/media/for-organisations/documents/1594/section-29.pdf

- [Police and Criminal Evidence Act 1984](#)
- [Crime and Disorder Act 1988](#)

Section 29 does not provide a duty to disclose information, nor does it override the requirements of the common law duty of confidentiality which must be met prior to disclosure being lawful – it does no more than relax the DPA requirements that need to be met.

We will need to have your consent, or determine that in the absence of your consent, the disclosure would nonetheless be in the public interest “if the benefits to an individual or to society outweigh both the public and the patient's interest in keeping the information confidential”.

Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:

www.cliftonroadsurgery-rugby.nhs.uk

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S17 Disclosures to Children's Services

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit) (Obtained by local authority)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>The provision of information from GP records concerning children and families in order to safeguard and promote the welfare of who are "in need"</p> <p>The information provided will be both personal and sensitive data</p> <p>Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(b) - Social Protection Law</p>
<p><i>Is this:</i></p> <p>Access to your GP record</p> <ul style="list-style-type: none"> • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	Children's Services – local authority (e.g. Warwickshire County Council)
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained in line with local authority policies on storing identifiable data http://www.warwickshire.gov.uk/privacy.html
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object.
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>Relevant legislation: s17 Childrens Act 1989 https://www.legislation.gov.uk/ukpga/1989/41/section/17</p> <p>Explicit consent from parents is required before disclosure of information under S17 can be made to social services.</p> <p>Further information about GP records and confidentiality can be found in our "Your Medical Records" booklet: www.cliftonroadsurgery-rugby.nhs.uk</p>

Other Third Parties (solicitors, employers, insurance companies etc)

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable healthcare professionals working in CRS to provide information to other third parties such as solicitors, insurance companies etc.</p> <p>Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(a) – Consent</p> <p>Article 9(2)(a) – Explicit Consent</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	The requesting organisation
<i>Retention period of the data (or criteria used to determine the retention period)</i>	Data retained in line with the third party organisation’s policies on storing identifiable data
<i>The existence of each of your rights</i>	N/A
<i>The right to withdraw consent at any time, where relevant</i>	Yes – at any time
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>This covers information provided to third party organisations such as solicitors (e.g. personal injury claims), insurance companies (e.g. life assurance), employers, etc.</p> <p>The explicit consent of patients must be obtained and demonstrable before the release of any such information. CRS will always ensure patients are fully aware of what exactly is being asked by the third party and seek consent (even if already provided by the third party organisations).</p>

	Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:
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www.cliftonroadsurgery-rugby.nhs.uk

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EMIS Health Ltd – EMIS Web

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ <i>Implied (e.g. direct care)</i> ○ <i>Explicit (e.g. 2^o uses)</i> • <i>COPI Regulations 2002 (e.g. Reg 5 - “s251”)</i> • <i>“overriding public interest” (to safeguard you or another person)</i> • <i>legal obligation (e.g. court order)</i> 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>To record all relevant information about our patients (the data subjects) within their GP electronic record</p> <p>This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • <i>Access to your GP record</i> • <i>Extraction of information from your GP record</i> • <i>Access to data held about you by another data controller</i> 	<p>Access to the GP record <i>Extraction of information from your GP record</i> <i>(paper print outs only, eg prescriptions)</i></p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>All information about patients, both clinical and demographic, are recorded in their GP electronic record. That information is then available to others with a legitimate relationship to the patient (see multiple other privacy notices)</p> <p>EMIS Health Ltd acts as the data processor for this, hosting the patient records database at their secure servers in Leeds.</p>
<p><i>Retention period of the data (or criteria used to determine the retention period)</i></p>	<p>Standard NHS data retention policy:</p> <p><i>“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 European Union.</i></p> <p><i>Electronic patient records must not be destroyed or deleted for the foreseeable future.”</i></p> <p>https://www.nhs.uk/chq/Pages/1889.aspx?CategoryID=68</p> <p>https://digital.nhs.uk/media/1159/Retention-</p>

	<p>schedules-Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016/xls/RMCOP-retention-schedules</p> <p>https://digital.nhs.uk/media/1158/Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016/pdf/Records-management-COP-HSC-2016</p>
<i>The existence of each of your rights</i>	<p>The patient can express an objection to the storing of certain data within their record. Article 6(1)(e) gives the data subject the right to object.</p> <p>The right to rectification.</p> <p>The right of access.</p>
<i>The right to lodge a complaint with a supervisory authority</i>	<p>Yes:</p> <p>The Information Commissioner</p>
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	<p>No</p>
<i>Further information</i>	<p>This privacy notice covers the collection and recording of information within the patient GP electronic record.</p> <p>The majority of information recorded arises from consultations (face to face, telephone, etc.) with the patient.</p> <p>It includes data added to the record directly (typed), added electronically (e.g. results), as well as letters and other documents that are scanned, or photographs that are taken, and subsequently added to the record.</p> <p>CRS records such information in line with Article 5 of the GDPR:</p> <ul style="list-style-type: none"> • <i>“adequate, relevant and limited to what is necessary”</i> • <i>“accurate and, where necessary, kept up to date”</i> • <i>“processed in a manner that ensures appropriate security of the personal data”</i> <p>Information is stored within our EMIS Web database, as hosted by EMIS Health Ltd (who are acting as the data processor). The database servers are located in Leeds.</p> <p>The <i>“right to erasure”</i> does not apply to the keeping of electronic GP records in this way as:</p> <ul style="list-style-type: none"> • processing is necessary in the exercise of official authority Article 6(1)(e) • processing is necessary for the provision of health or social care Article 9(2)(h)

	<p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p>
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Lloyd George (paper) records – Content Capture

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>To enable CRS to digitally scan all paper medical records into the electronic GP record. This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Access to the GP record</p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>Content Capture Services Limited Acting as a data processor</p>
<p><i>Retention period of the data (or criteria used to determine the retention period)</i></p>	<p>Content Capture Services Limited will delete all personal/sensitive data provided to them (i.e. the Lloyd George paper records) as soon as all data has been imported into the GP electronic records by EMIS Health.</p>
<p><i>The existence of each of your rights</i></p>	<p>Article 6(1)(e) gives the data subject the right to object.</p>
<p><i>The right to lodge a complaint with a supervisory authority</i></p>	<p>Yes: The Information Commissioner</p>
<p><i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i></p>	<p>No</p>
<p><i>Further information</i></p>	<p>Content Capture Services Limited is acting as a data processor in this situation. http://www.contentcaptureservices.co.uk/</p> <p>CRS has provided Content Capture with the Lloyd George records of all our patients.</p> <p>They have scanned the records to individual pdf files and we are awaiting EMIS Health to import</p>

	<p>them into their respective electronic GP records.</p> <p>Once that is completed, all such paper records will be destroyed.</p> <p>Until that time, Content Capture therefore hold both the Lloyd George record and the scanned pdf of it, for all patients.</p> <p>In the future, any new Lloyd George records received by the surgery (from newly registering patients) will be scanned and imported in the same manner.</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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Docman Ltd

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2° uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable CRS to digitise all correspondence, and receive digital information, about patients</p> <p>This is a Direct Care purpose</p> <p>Special category of data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(e) – Official Authority</p> <p>Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Access to the GP record
<i>The recipient(s), or categories of recipients, of your personal data</i>	Docman Ltd Acting as a data processor
<i>Retention period of the data (or criteria used to determine the retention period)</i>	All data held by Docman on our behalf is retained in line with NHS data retention practices (See EMIS Health Ltd – EMIS Web)
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object. Right <i>related</i> to the processing of information via Docman include the right to access and the right to rectification, as all such information ultimately becomes part of the electronic GP record (see EMIS Health – EMIS Web)
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	Docman Ltd is acting as a data processor in this situation.

	<p>Docman provides CRS with software and cloud-based storage for electronic documents regarding our patients.</p> <p>This includes letters that we receive, scan and upload to the patient record, as well as letters that we receive in an electronic format.</p> <p>Docman stores the letters in their servers and CRS workflow and access the correspondence as required.</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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UKmail/IMail Ltd

<p><i>Identity and contact details of the data controller and the data protection officer</i></p>	<p>Clifton Road Surgery</p>
<p><i>How does this comply with the Common Law Duty of Confidentiality?</i></p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
<p><i>Purpose of the processing and the lawful basis for the processing</i></p>	<p>To enable CRS to send out letters to patients regarding their medical care. This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p><i>Is this:</i></p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Extraction of information from the GP record</p>
<p><i>The recipient(s), or categories of recipients, of your personal data</i></p>	<p>Docmail Ltd Acting as a data processor</p>
<p><i>Retention period of the data (or criteria used to determine the retention period)</i></p>	<p>Docmail delete all personal/sensitive data provided to them under the agreement within 30 days.</p>
<p><i>The existence of each of your rights</i></p>	<p>Article 6(1)(e) gives the data subject the right to object.</p>
<p><i>The right to lodge a complaint with a supervisory authority</i></p>	<p>Yes: The Information Commissioner</p>
<p><i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i></p>	<p>No</p>
<p><i>Further information</i></p>	<p>Docmail Ltd is acting as a data processor in this situation.</p> <p>We provide them with names & addresses and a template letter (e.g. an invitation for flu vaccination), and Docmail perform a mail merge and post out the letter to those patients.</p> <p>The least amount of sensitive data (as derived from the GP record) is provided to Docmail.</p>

	Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:
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www.cliftonroadsurgery-rugby.nhs.uk

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Electronic Prescription Service (EPS)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
How does this comply with the Common Law Duty of Confidentiality? Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	Consent (explicit) Recorded either by the surgery or the pharmacist This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.
Purpose of the processing and the lawful basis for the processing	To enable the electronic transmission of prescriptions to community pharmacies This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health
Is this: Access to your GP record <ul style="list-style-type: none"> • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	Community pharmacists providing direct medical care to the data subject
Retention period of the data (or criteria used to determine the retention period)	N/A
The existence of each of your rights	Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	Consent to “nominate” a pharmacist to receive electronic prescriptions can be obtained by both a pharmacy and the surgery Where the prescription cannot be sent by EPS (e.g. a Controlled Drug), the nomination allows the pharmacist to collect the printed FP10 prescription from the surgery. Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

Pharmacy Collection of FP10s (prescriptions)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
Purpose of the processing and the lawful basis for the processing	<p>To enable community pharmacies to collect prescriptions (FP10s) from the surgery on behalf of patients where that patient has not chosen to enable EPS</p> <p>This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	Extraction of information from the GP record
The recipient(s), or categories of recipients, of your personal data	Community pharmacists providing direct medical care to the data subject
Retention period of the data (or criteria used to determine the retention period)	N/A
The existence of each of your rights	<p>Article 6(1)(e) gives the data subject the right to object.</p> <p>The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
The right to lodge a complaint with a supervisory authority	<p>Yes: The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequence	No
Further information	<p>This privacy notice covers situations where a patient nominates a pharmacy (or service) to either:</p> <ul style="list-style-type: none"> • Collect the prescription directly from the surgery, or • For the surgery to post the prescription to the service/pharmacy (e.g. for appliances) <p>Not consenting to this processing (nominating a pharmacy to collect/be posted to, on their</p>

	<p>behalf) would then require the data subject to collect the prescription from the surgery in person.</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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Open Exeter

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> • We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose • Information is readily available to you, explaining how your information will be used and that you have the right to object • We have no reason to believe that you have objected • We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect
Purpose of the processing and the lawful basis for the processing	<p>To enable healthcare professionals working for CRS to access the Open Exeter database (NHAIS), and in so providing CRS with relevant information about patients</p> <p>This is a Direct Care purpose Special category of data (health)</p> <p>Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<p>Is this:</p> <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	<p>Access to data held by another data controller</p>
The recipient(s), or categories of recipients, of your personal data	Healthcare Professionals and administrative staff from CRS
Retention period of the data (or criteria used to determine the retention period)	<p>Data is viewed on screen.</p> <p>If printed, it is destroyed when no longer required (usually within 24 hrs).</p>
The existence of each of your rights	Article 6(1)(e) gives the data subject the right to object.
The right to lodge a complaint with a supervisory authority	<p>Yes:</p> <p>The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>Information about Open Exeter: https://digital.nhs.uk/NHAIS/open-exeter</p> <p>Access to Open Exeter is only possible on the N3 network, and via authorised logons/passwords provided by NHS Digital.</p> <p>The information available on Open Exeter, about data subjects:</p>

	<ul style="list-style-type: none">• Demographic data• Cervical Screening• Breast Screening• Bowel Screening• HPV Vaccination• Childhood immunisations• Pre-School Booster vaccinations• Organ Donor registration details• Blood Donor registration details <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>
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Patient Online

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
<p>How does this comply with the Common Law Duty of Confidentiality?</p> <p>Consent</p> <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2° uses) ● COPI Regulations 2002 (e.g. Reg 5 - “s251”) ● “overriding public interest” (to safeguard you or another person) ● legal obligation (e.g. court order) 	<p>Consent (explicit)</p> <p>This means that we actively seek and record your agreement to the use or disclosure of your information, before any such processing takes place.</p>
Purpose of the processing and the lawful basis for the processing	<p>To enable patients to securely access their GP record online and be able to book appointments, request repeat medication and view (read-only) their medical information. Patients email address must be recorded to allow access to this Sensitive data (health)</p> <p>Lawful bases:</p> <p>Article 6(1)(e) - Official Authority Article 9(2)(h) – Provision of Health</p>
<p>Is this:</p> <p>Access to your GP record</p> <ul style="list-style-type: none"> ● Extraction of information from your GP record ● Access to data held about you by another data controller 	<p>Access to the GP record</p>
The recipient(s), or categories of recipients, of your personal data	The data subject (you)
Retention period of the data (or criteria used to determine the retention period)	N/A
The existence of each of your rights	<p>Article 6(1)(e) gives the data subject the right to object. The source of the information shared in this way is your electronic GP record, and you have rights directly related to that (see EMIS Health – EMIS Web).</p>
The right to lodge a complaint with a supervisory authority	<p>Yes:</p> <p>The Information Commissioner</p>
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	<p>Activation of patient online for any given patient is only performed with the consent of the patient (or their parent/guardian or representative).</p> <p>Information can also be found at:</p> <p>https://www.nhs.uk/nhsengland/aboutnhservices/doctors/pages/gp-online-services.aspx https://patient.emisaccess.co.uk</p> <p>Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:</p> <p>www.cliftonroadsurgery-rugby.nhs.uk</p>

SMS Text Messages

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	N/A The information is being shared directly with the data subject (you)
<ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	
<i>Purpose of the processing and the lawful basis for the processing</i>	To enable staff at CRS to communicate with patients via text (SMS) This is a Direct Care purpose Personal data being processed includes the mobile number Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health
<i>Is this:</i>	N/A
<ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	
<i>The recipient(s), or categories of recipients, of your personal data</i>	The data subject (you)
<i>Retention period of the data (or criteria used to determine the retention period)</i>	N/A
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object.
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	<p>Patients are free to provide CRS with their mobile phone number and consent will be recorded to allow CRS staff to use SMS if needed, or if preferred by the patient.</p> <p>The majority of SMS messages are automatically generated to remind patients of forthcoming surgery appointments that they have booked.</p> <p>SMS can be used to convey test results.</p> <p>Other uses include inviting eligible patients to attend for flu clinics or annual reviews (e.g. asthma, COPD) or in emergencies when surgeries have to be cancelled at short notice.</p>

We do not use SMS messages for any form of direct marketing.

All text messages are for direct medical care purposes only.

Patients have the right to provide CRS with their mobile number in order to enable an alternative number by which to contact them, **without** allowing SMS messages to be sent (i.e. “mobile phone calls only”).

We will record and action any such objection accordingly, ensuring no SMS messages are sent to you.

Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet:

www.cliftonroadsurgery-rugby.nhs.uk

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Telephone Call Recording

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
How does this comply with the Common Law Duty of Confidentiality? <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - “s251”) • “overriding public interest” (to safeguard you or another person) • legal obligation (e.g. court order) 	N/A The information is being shared directly with the data subject (you)
Purpose of the processing and the lawful basis for the processing	To enable all calls to be recorded to ensure patient safety This is a Direct Care purpose Personal data being processed includes the telephone number and all calls recorded Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health
Is this: <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	N/A
The recipient(s), or categories of recipients, of your personal data	The data subject (you)
Retention period of the data (or criteria used to determine the retention period)	N/A
The existence of each of your rights	Article 6(1)(e) gives the data subject the right to object.
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	All calls are recorded and accessed only by CRS management. Patients are made aware of this via an automated voice over on the telephone welcome message and via the website. We do not use this information for any form of direct marketing. Patients can request to listen to their recorded call, applications to do this must be put in writing to CRS. Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

Email messages (non-medical purposes)

Identity and contact details of the data controller and the data protection officer	Clifton Road Surgery
How does this comply with the Common Law Duty of Confidentiality? <ul style="list-style-type: none"> • Consent <ul style="list-style-type: none"> ○ Implied (e.g. direct care) ○ Explicit (e.g. 2^o uses) • COPI Regulations 2002 (e.g. Reg 5 - "s251") • "overriding public interest" (to safeguard you or another person) • legal obligation (e.g. court order) 	N/A The information is being shared directly with the data subject (you)
Purpose of the processing and the lawful basis for the processing	To enable staff at CRS to communicate with patients via email for non-medical purposes Email address needed for patientaccess.co.uk Personal data being processed is the email address (only) Lawful bases: Article 6(1)(a) – Consent
Is this: <ul style="list-style-type: none"> • Access to your GP record • Extraction of information from your GP record • Access to data held about you by another data controller 	N/A
The recipient(s), or categories of recipients, of your personal data	The data subject (you)
Retention period of the data (or criteria used to determine the retention period)	N/A
The existence of each of your rights	N/A
The right to withdraw consent at any time, where relevant	Yes – at any time
The right to lodge a complaint with a supervisory authority	Yes: The Information Commissioner
The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences	No
Further information	With the explicit consent of patients, CRS may periodically email patients to provide useful information about the surgery, such as newsletters and minutes of patient participation group meetings. Such communication would be for non-medical purposes and as such falls under the PECR (direct marketing) as well as the GDPR. Patients may choose not to provide consent for this purpose, or withdraw consent for this at any time, and so only permit email communication by the surgery for medical purposes.

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Confidential Waste

Confidential Waste Management is the collection of CRS’s confidential waste and delivering it to a licensed, secure site for destruction or shredding and recycling.

All businesses need effective confidential waste management solutions in place, to ensure safe and secure disposal of archived records and accounts, as required under The Data Protection Act 1998. CRS use ‘Greener Options’ due to the importance of confidential waste to protect employees, suppliers and patients’ data and the management and disposal of it safely. Greener Options provide CRS with collection bags and security tags – with dedicated collection times.

<i>Identity and contact details of the data controller and the data protection officer</i>	Clifton Road Surgery
<i>How does this comply with the Common Law Duty of Confidentiality?</i>	<p>Consent (implied)</p> <p>This means that it would be reasonable to infer that you agree to the use of the information as long as:</p> <ul style="list-style-type: none"> We are accessing the information to provide or support your direct care, or are satisfied that the person we are sharing the information with is accessing or receiving it for this purpose Information is readily available to you, explaining how your information will be used and that you have the right to object We have no reason to believe that you have objected <p>We are satisfied that anyone we disclose personal information to understands that we are giving it to them in confidence, which they must respect</p>
<i>Purpose of the processing and the lawful basis for the processing</i>	<p>To enable a regulated waste specialist, under contract, to collect confidential waste from the surgery and dispose of this in a confidential manner.</p> <p>This is a Direct Care purpose Special category of data (health) Lawful bases: Article 6(1)(e) – Official Authority Article 9(2)(h) – Provision of health</p>
<i>Is this:</i>	Extraction of information from the GP record
<ul style="list-style-type: none"> Access to your GP record Extraction of information from your GP record Access to data held about you by another data controller 	
<i>The recipient(s), or categories of recipients, of your personal data</i>	Greener Options, Hygiene & Clinical Waste Management, Worcestershire
<i>Retention period of the data (or criteria used to determine the retention period)</i>	N/A
<i>The existence of each of your rights</i>	Article 6(1)(e) gives the data subject the right to object.
<i>The right to lodge a complaint with a supervisory authority</i>	Yes: The Information Commissioner
<i>The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences</i>	No
<i>Further information</i>	Further information about GP records and confidentiality can be found in our “Your Medical Records” booklet: www.cliftonroadsurgery-rugby.nhs.uk

The Right to Object

Like all other healthcare organisations, Clifton Road Surgery relies upon Article 6(1)(e) – Official Authority - of the GDPR as the most common legal basis by which to process personal data.

Accordingly, patients (the data subjects) have the right to express a “right to object” to the processing of information that relies upon that Article as the legal basis.

In many cases – such as the Summary Care Record – a simple and straightforward mechanism already exists by which patients can object to, i.e. prohibit, the processing of their data in this way. These existing “opt-outs” are detailed in our “Your Medical Records” booklet.

For many data processing purposes, whilst we rely upon Article 6(1)(e), we nevertheless ask for, and record, your explicit consent before we share or access your data in this way. If you do not consent, we do not process your data in that way.

At any time after, however, you have the right to object and request that we cease processing your data in that way.

Individuals must have an objection on “grounds relating to his or her particular situation”.

We will always look carefully at any such “right to object” request, and if we can accommodate it, we will. In some cases, however, we will not be able to – for example, we cannot realistically uphold a right to object to the electronic storage of your GP record, or the conversion of any paper records to electronic records and the receipt of electronic communication from hospital trusts. To do so would put the surgery in a position where it could not safely provide you with medical care.

If you do wish to express the right to object to a particular data processing function, then please do contact the surgery, explaining what data processing you are objecting to and the grounds relating to your particular situation.

The Right to Access and the Right to Rectification

You have the right to access your personal data – that is, your electronic GP record. We have separate guidance on:

- Secure Online Records Access (Patient Online)
- Making a Subject Access Request

Please see our website for details, or read about it in our “Your Medical Records” booklet:

www.cliftonroadsurgery-rugby.nhs.uk

The GDPR includes a right for individuals to have inaccurate personal data rectified, or completed if it is incomplete. This applies to your electronic GP record (which you may have accessed as above).

The Data Protection Act states that personal data is inaccurate if it is incorrect or misleading as to any matter of fact.

If you believe that entries within your GP record are inaccurate, incorrect or misleading then please do let us know. You can make a request for rectification verbally or in writing.

You may wish to discuss the relevant entry with your GP first, but you do not have to.

We will assess your concerns and respond to your request within one calendar month.

It may be the case that we cannot “delete” the relevant record or entry, because it is important that the entry, assessment or medical opinion be retained so that there is an understanding and explanation of subsequent events (such as how you were treated, or what further tests were organised) in your medical history.

Where we are not able to “delete” information, we can add a note to the disputed entry explaining your remaining concerns and we can offer you the option of adding an addendum of your own.

Please be aware that an alteration to an electronic record, or deletion of an entry in it, is always preserved (together with the original entry) as part of the electronic audit trail.

If you remain dissatisfied with the outcome of your request then you can follow our standard NHS complaints procedure, or approach the Information Commissioner’s Office directly.