

Patients

The Health and Social Care Act 2012 states that we have to keep records on the care and treatment we deliver to individuals.

Data Controller

The data controller responsible for keeping your information is York Teaching Hospitals NHS Foundation Trust. We are registered with the Information Commissioner's Office (ICO). The ICO is the UK's independent body set up to uphold information rights. Our registration number is: Z4819561.

Data Protection Officer

It is a requirement that organisations appoint a Data Protection Officer. The Data Protection Officer is responsible for:

- informing and advising us and its employees about their obligations to comply with data protection laws
- monitoring compliance with data protection laws
- being the point of contact regarding data protection

Our Data Protection Officer is:

Fiona Jamieson, Deputy Director of Healthcare Governance
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 631313

InformationGovernanceTeam@york.nhs.uk

Why we collect your information

The [Health and Social Care Act 2012](#) states that we have to keep records on the care and treatment we deliver to individuals.

Full and accurate records are needed to assess your health and decide what care you require. They enable us to assess the quality of care you have received and to investigate any concerns you may have.

As well as using your personal information to provide you with care, your personal information is also used for wider NHS purposes such as:

- To make sure that people are getting the services that are right for them
- To look ahead and plan what to do if there are outbreaks of diseases. It also helps the NHS to take action now to stop problems from happening in the future.
- Screening to identify research studies that might be suitable as one of your treatment options
- For local and national audits to ensure that current practice is meeting the required standards
- Identifying who is most at risk of particular diseases and conditions, so those who plan care can provide preventative services and patients can be targeted with particular treatments
- Making sure that the Trust receives the correct payments for the services we provide to patients

What information we collect

Healthcare professionals caring for you keep records about your health and any treatment you receive. These records may be written down or recorded electronically. Your records can include:

- demographic details, such as name, date of birth, address, next of kin and overseas visitor status etc.
- details about the treatment, care and support that you need and receive
- results of investigations, such as x-rays and laboratory tests
- relevant information from other healthcare or social care professionals or those who care for you
- relevant information about your family or social history including information about carers
- payment details

Links to further information about data collection

Overseas visitors

For information on the data we collect and share for overseas visitors please visit:

- <https://www.gov.uk/government/publications/what-happens-to-your-data-guidance-for-overseas-patients/what-happens-to-your-data-guidance-for-overseas-patients>
- <https://www.gov.uk/government/publications/immigration-status-checks-by-the-nhs-guidance-for-overseas-patients>

National Child Measurement Programme (NCMP)

For information about the National Child Measurement Programme please visit:

- <https://www.nhs.uk/live-well/healthy-weight/national-child-measurement-programme>

Friends and Family Test

For information about the Friends and Family Test please visit:

- <https://www.nhs.uk/using-the-nhs/about-the-nhs/friends-and-family-test-fft/>

National Data Opt Out

You can choose if data from your health records is shared for research and planning. For further information and how to stop your information being shared for research and planning please visit <https://www.nhs.uk/your-nhs-data-matters/manage-your-choice/>

CCTV

We have CCTV systems in some of our premises used by members of the public, for the purposes of public and staff safety and crime prevention and detection. CCTV is also installed on the outside of some of our buildings for the purposes of monitoring building security and crime prevention and detection.

Images captured by CCTV will not be kept for longer than necessary. However, on occasions there may be a need to keep images for longer, for example where a crime is being investigated. We operate CCTV and disclose in accordance with the codes of practice issued by the Information Commissioner.

Who we may share your information with

We will share relevant information with the following main partner organisations:

- Other NHS Trusts and hospitals that are involved in your care
- General practitioners (GPs)
- Childrens Services including Early Help and Safeguarding
- Adult Services
- Education including Nurseries
- Police
- Dental practitioners

- Ambulance services
- Clinical Commissioning Groups, Local Area Teams and other NHS bodies such as NHS Digital
- Voluntary and private sector providers working with the NHS
- Professional bodies such as the General Medical Council and the Nursing and Midwifery Council

We will not disclose your information to any other third parties without your permission unless there are exceptional circumstances, such as a serious crime has been committed, there is a risk to the public or staff or we have a legal duty to pass on information.

How we maintain the confidentiality of your information

We are committed to protecting your privacy and will only use information collected lawfully in accordance with:

- [Data Protection Act](#)
- [The General Data Protection Regulations 2016](#)
- [Human Rights Act 1998](#)
- Common Law Duty of Confidentiality
- [Health and Social Care Act 2012](#)
- [Confidentiality Code of Practice 2003](#)
- [Information Security Management Code of Practice 2007](#)
- [Records Management Code of Practice for Health and Social Care 2016](#)
- [Information: To Share or Not to Share Review](#)

Every member of staff who works for an NHS organisation has a legal obligation to keep information about you confidential. Staff also undertake annual data security training.

How long we keep your information for

We store information for the time stipulated in [Records Management Code of Practice for Health and Social Care 2016](#).

How we store your information

Information is stored on internal and external servers including Cloud-based storage. We ensure your data is stored securely in line with NHS guidelines.

Your rights

Data protection laws give individuals rights in respect of the personal information that we hold about you. These are:

1. To be informed why, where and how we use your information.
2. To request access to your information.
3. To request information to be corrected if inaccurate or incomplete.
4. To request for your information to be deleted or removed where there is no need for us to continue processing it.
5. To request us to restrict the use of your information.
6. To request us to copy or transfer your information from one IT system to another in a safe and secure way, without impacting the quality of the information.
7. To object to how your information is used.
8. To challenge any decisions made without human intervention (automated decision making).

Accessing your information

Data protection laws give you the right to request access to your information. Further information on how to request your information can be found on the Subject Access page.

Subject Access Team
York Teaching Hospital NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 725680

SubjectAccessRequests@york.nhs.uk

Requesting information to be corrected

If you believe your health information is inaccurate or incomplete please contact your healthcare professional to request for the information to be corrected.

If you have changed address, GP, telephone number or name please inform the Contact Centre on 01904 631313. The Contact Centre is open from 8am to 6pm Monday to Friday, excluding Bank Holidays. Please note that these opening hours may change due to staffing levels. If you use one of our satellite services please inform your healthcare professional.

Concerns

Should you wish to raise a concern about the use of your information, please contact our Patient Advice and Liaison Team:

PALS Team
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 726262

PALS@york.nhs.uk

If you remain unhappy with the outcome of your enquiry you can contact the Information Commissioner:

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

0303 123 1113

www.ico.org.uk

Privacy Notice for Children

How we protect your information



We keep your information secret and only use and share it when we need to.

We take protecting your information very seriously.

We follow all data protection laws and our staff complete data security training every year.

Why we collect your information

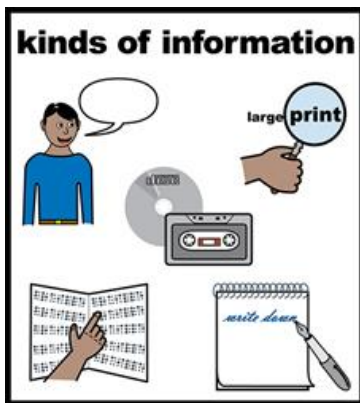


The main reason we collect your information is so we can give you the right treatment and care.

If we use your information for other purposes, we will remove details such as your name, where you live and your date of birth so they do not know the information is about you.

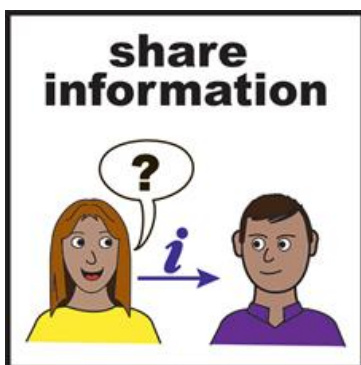
What information we collect

The type of things we record are:



- Your name, where you live and your date of birth
- Who you live with and who looks after you
- What treatment, care and support you need and receive
- Results of investigations, such as x-rays and laboratory tests
- Medical photographs, such as photographs of injuries, moles and rashes
- Relevant information from other healthcare or social care professionals
- Relevant information about your family and your past
- We may collect your image, as some of our sites have CCTV

Who we may share your information with

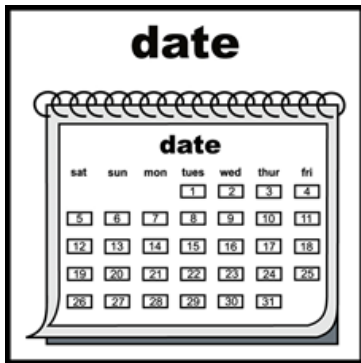


Sometimes we will need to share your information with other people who are looking after you.

This could be your GP, other doctors and nurses, nurseries, schools, colleges, Children's Services or Adult Services.

We will tell you if we are going to share this information unless we are worried about your safety, or the safety of someone else.

How long we keep your information for



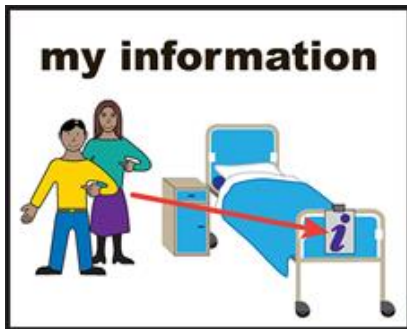
We follow the Information Governance Alliance's [Records Management Code of Practice for Health and Social Care 2016](#) on how long we store your information for.

Asking for access to your information

If you would like to see your health information please look our Subject Access webpage:

<https://www.yorkhospitals.nhs.uk/about-us/information-governance-new/data-protection-and-gdpr/>

or contact:



Subject Access Team

Health Records Department

York Hospital

Wigginton Road

York YO31 8HE

01904 725680

SubjectAccessRequests@york.nhs.uk

Asking for information to be corrected



If you think your health information is wrong or something is missing please talk to the person treating you.

Data Protection Officer

The Data Protection Officer is the person in our organisation that guides us about data protection and makes sure that we are getting it right.

Our Data Protection Officer is:

Fiona Jamieson, Deputy Director of Healthcare Governance

York Teaching Hospitals NHS Foundation Trust

York Hospital

Wigginton Road

York

North Yorkshire

YO31 8HE

01904 725045

InformationGovernanceTeam@york.nhs.uk



Occupational Health

We collect information about you to deliver occupational health services.

Data Controller

The data controller responsible for keeping your information is York Teaching Hospitals NHS Foundation Trust. We are registered with the Information Commissioner's Office (ICO). The ICO is the UK's independent body set up to uphold information rights. Our registration number is: Z4819561.

Data Protection Officer

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- informing and advising us and its employees about their obligations to comply with data protection laws
- monitoring compliance with data protection laws
- being the point of contact regarding data protection

Our Data Protection Officer is:

Fiona Jamieson, Deputy Director of Healthcare Governance
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 725045

InformationGovernanceTeam@york.nhs.uk

Why we collect your information

We collect information about you to deliver occupational health services.

What information we collect

These records may be written down or held electronically. Your records can include:

- demographic details, such as name, date of birth and address
- job details
- details about your occupational health assessments such as pre work checks, health surveillance and immunisations
- results of investigations, such as x-rays and laboratory tests
- relevant information from other healthcare or social care professionals or those who care for you or your employer

CCTV

We have CCTV systems in some of our premises used by members of the public, for the purposes of public and staff safety and crime prevention and detection. CCTV is also installed on the outside of some of our buildings for the purposes of monitoring building security and crime prevention and detection.

Images captured by CCTV will not be kept for longer than necessary. However, on occasions there may be a need to keep images for longer, for example where a crime is being investigated. We operate CCTV and disclose in

accordance with the codes of practice issued by the Information Commissioner.

Who we may share your information with

We may share relevant information with:

- Your employer
- GP or other healthcare professionals involved in your care

We will not disclose your information to any other third parties without your permission unless there are exceptional circumstances, such as a serious crime has been committed, there is a risk to the public or staff or we have a legal duty to pass on information.

How we maintain the confidentiality of your information

We are committed to protecting your privacy and will only use information collected lawfully in accordance with:

- [Data Protection Act](#)
- [The General Data Protection Regulations 2016](#)
- [Human Rights Act 1998](#)
- Common Law Duty of Confidentiality
- [Health and Social Care Act 2012](#)
- [Confidentiality Code of Practice 2003](#)
- [Information Security Management Code of Practice 2007](#)
- [Records Management Code of Practice for Health and Social Care 2016](#)
- [Information: To Share or Not to Share Review](#)

Every member of staff who works for an NHS organisation has a legal obligation to keep information about you confidential. Staff also undertake data security training.

How long we keep your information for

We store information for the time stipulated in [Records Management Code of Practice for Health and Social Care 2016](#).

Your rights

Data protection laws give individuals rights in respect of the personal information that we hold about you. These are:

1. To be informed why, where and how we use your information.
2. To request access to your information.
3. To request information to be corrected if inaccurate or incomplete.

4. To request for your information to be deleted or removed where there is no need for us to continue processing it.
5. To request us to restrict the use of your information.
6. To request us to copy or transfer your information from one IT system to another in a safe and secure way, without impacting the quality of the information.
7. To object to how your information is used.
8. To challenge any decisions made without human intervention (automated decision making).

Accessing your information

Data protection laws give you the right to request access to your information. Please contact the Occupational Health Department:

Occupational Health Department
Centurian House
Tribune Way
York
YO30 4RY

01904 725099

Occupationalhealthadmin@york.nhs.uk

Requesting information to be corrected

If you believe your health information is inaccurate or incomplete please contact the Occupational Health Department:

Occupational Health Department
Centurian House
Tribune Way
York
YO30 4RY

01904 725099

Occupationalhealthadmin@york.nhs.uk

Concerns

Should you wish to raise a concern about the use of your information, please contact:

Occupational Health Manager
Centurian House
Tribune Way
York
YO30 4RY

01904 725099

Occupationalhealthadmin@york.nhs.uk

If you remain unhappy with the outcome of your enquiry you can contact the Information Commissioner:

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

0303 123 1113

www.ico.org.uk

York Teaching Hospital NHS Foundation Trust and York Teaching Hospital Facilities Management Limited Liability Partnership (LLP)

This privacy notice covers York Teaching Hospitals NHS Foundation Trust and its subsidiaries. Where we state 'Trust' this includes the Trust's subsidiaries.

Data Controller

The data controller responsible for keeping your information is York Teaching Hospitals NHS Foundation Trust. We are registered with the Information Commissioner's Office (ICO). The ICO is the UK's independent body set up to uphold information rights. Our registration number is: Z4819561. Its subsidiary, York Teaching Hospital Facilities Management Limited Liability Partnership (LLP), registration number is: ZA382808.

Data Protection Officer

It is a requirement that organisations appoint a Data Protection Officer. The Data Protection Officer is responsible for:

- informing and advising us and its employees about their obligations to comply with data protection laws
- monitoring compliance with data protection laws
- being the point of contact regarding data protection

Our Data Protection Officer is:

Fiona Jamieson, Deputy Director of Healthcare Governance
York Teaching Hospital NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO1 8HE

01904 725045

InformationGovernanceManager@york.nhs.uk

Why we collect your information

The Trust has several legal bases that it uses to process your personal data, and these include consent, legitimate interest, public task, vital interest, contractual and legal obligation.

We only collect and use your information for the lawful purposes of administering the business of the Trust. These purposes include:

- To improve the management of the Trust workforce data
- To enable a comprehensive picture of the workforce and how it is deployed to be built up
- To inform the development of recruitment and retention policies
- To allow better financial modeling and planning
- To enable monitoring of ethnicity, sexual orientation, disability and other protected characteristics
- To keep images to identify you either as part of the various security access systems, including CCTV, or as part of an overall briefing system for senior managers
- To keep images that appear in Trust or other publications or websites to market and promote the Trust
- To allow the Trust policies to be implemented and acted upon when appropriate

- To enable the Trust to conduct administration related to your employment, including ensuring that staff are paid
- To gather evidence for disciplinary and other staff processes

What information we collect

- Personal details such as name, address, telephone number(s), date of birth
- Personal demographics (including gender, race, ethnicity, sexual orientation, religion)
- Medical information
- Emergency contact(s)
- Education and training
- Employment details
- Membership of professional bodies and/or trade union(s)
- Bank details
- Pension details
- Offences (including alleged offences), criminal proceedings, outcomes and sentences
- Employment tribunal applications, complaints, accidents and incident details
- Visual images, e.g. photographs on staff notice boards or CCTV monitoring
- Supervision and appraisal documentation
- Sickness absence and annual leave details

CCTV

We have CCTV systems in some of our premises used by members of the public, for the purposes of public and staff safety and crime prevention and detection. CCTV is also installed on the outside of some of our buildings for the purposes of monitoring building security and crime prevention and detection.

Images captured by CCTV will not be kept for longer than necessary. However, on occasions there may be a need to keep images for longer, for example where a crime is being investigated. We operate CCTV and disclose in accordance with the codes of practice issued by the Information Commissioner.

Who we may share your information with

We will not routinely disclose any information about you to anyone outside the Trust without your consent. However, there are circumstances where we must or can share information about you owing to a legal/statutory obligation. We

may obtain and share personal information with a wide variety of other bodies, which may include, but is not limited to:

- Her Majesty's Revenue and Customs (HMRC)
- Department for Work and Pensions (DWP)
- Disclosure and Barring Service (DBS)
- Home Office
- Child Support Agency
- Regulatory bodies, e.g. NMC, GMC
- Law enforcement agencies including the Police and the Serious Organised Crime Agency

NHS Streamlining Process: Immunisations and Vaccinations

As part of the NHS streamlining process, the aim of which is to improve efficiency when employees transfer from one provider of NHS services to another provider of NHS services, information about immunisations and vaccinations of all staff may be stored on the Occupational Health Module of the Electronic Staff Record (ESR). This information may then potentially be accessed by a prospective employer via an Inter Authority Transfer.

How we maintain the confidentiality of your information

We are committed to protecting your privacy and will only use information collected lawfully in accordance with:

- [Data Protection Act](#)
- [The General Data Protection Regulations 2016](#)
- [Human Rights Act 1998](#)
- Common Law Duty of Confidentiality
- [Health and Social Care Act 2012](#)
- [Confidentiality Code of Practice 2003](#)
- [Information Security Management Code of Practice 2007](#)
- [Records Management Code of Practice for Health and Social Care 2016](#)
- [Information: To Share or Not to Share Review](#)

Every member of staff who works for an NHS organisation has a legal obligation to keep information about you confidential. Staff also undertake data security training.

How long we keep your information for

We store information for the time stipulated in [Records Management Code of Practice for Health and Social Care 2016](#).

Your rights

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6. To request us to copy or transfer your information from one IT system to another in a safe and secure way, without impacting the quality of the information.
7. To object to how your information is used.
8. To challenge any decisions made without human intervention (automated decision making).

Accessing your information

Data protection laws give you the right to request access to your information. Please contact the Human Resources Team:

Human Resources Team
York Teaching Hospital NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

Requesting information to be corrected

If you believe your information is inaccurate or incomplete please contact your line manager.

Concerns

Should you wish to raise a concern about the use of your information, please contact a member of the Human Resources Team:

Human Resources Team
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

If you remain unhappy with the outcome of your enquiry you can contact the Information Commissioner:

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

0303 123 1113

www.ico.org.uk

Foundation Trust Members

We collect and store your information: in order for us to communicate Trust news and events; in order for you to vote for your Trust Governor in the elections; in order that we are representative for the population that our Trust serves.

Data Controller

The data controller responsible for keeping your information is York Teaching Hospitals NHS Foundation Trust. We are registered with the Information Commissioner's Office (ICO). The ICO is the UK's independent body set up to uphold information rights. Our registration number is: Z4819561.

Data Protection Officer

It is a requirement that organisations appoint a Data Protection Officer. The Data Protection Officer is responsible for:

- informing and advising us and its employees about their obligations to comply with data protection laws
- monitoring compliance with data protection laws
- being the point of contact regarding data protection

Our Data Protection Officer is:

Fiona Jamieson, Deputy Director of Healthcare Governance
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York

North Yorkshire
YO31 8HE

01904 725045

InformationGovernanceTeam@york.nhs.uk

Why we collect your information

We collect and store your information:

- in order for us to communicate Trust news and events
- in order for you to vote for your Trust Governor in the elections
- in order that we are representative for the population that our Trust serves

What information we collect

- Name and title
- Address
- Email address
- Telephone number
- Year of birth
- Ethnicity
- Gender
- Staff assignment number

Who we may share your information with

If you have indicated that you prefer to receive voting papers by post we send your name and address to the organisation we have appointed to send out voting papers for the Governor elections.

If you have indicated that you prefer to receive voting papers by email we send your email address to the organisation we have appointed to send out voting papers for the Governor elections.

We are required to produce a list of members' names and the constituency they belong to, to anyone who requests it. If you have chosen to not be included in this register your name and constituency will not be shared.

We are required to produce a list of members of the Council of Governors, interest of governors, directors and interest of the directors to anyone who requests it. We also publish these lists on our Trust website.

How we maintain the confidentiality of your information

We are committed to protecting your privacy and will only use information collected lawfully in accordance with:

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- [The General Data Protection Regulations 2016](#)
- [Human Rights Act 1998](#)
- Common Law Duty of Confidentiality
- [Health and Social Care Act 2012](#)
- [Confidentiality Code of Practice 2003](#)
- [Information Security Management Code of Practice 2007](#)
- [Records Management Code of Practice for Health and Social Care 2016](#)
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7. To object to how your information is used.
8. To challenge any decisions made without human intervention (automated decision making).

Requesting information to be corrected

If you believe your information is inaccurate or incomplete please contact:

Trust Headquarters
York Teaching Hospital NHS Foundation Trust

York Hospital
Wigginton Road
York
YO31 8HE

01904 631313

TrustHeadquarters@york.nhs.uk

Concerns

Should you wish to raise a concern about the use of your information, please contact:

Foundation Trust Office
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 631313

TrustHeadquarters@york.nhs.uk

If you remain unhappy with the outcome of your enquiry you can contact the Information Commissioner:

The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

0303 123 1113

www.ico.org.uk

Volunteers

We collect information about you for volunteering purposes.

Data Controller

The data controller responsible for keeping your information is York Teaching Hospitals NHS Foundation Trust. We are registered with the Information Commissioner's Office (ICO). The ICO is the UK's independent body set up to uphold information rights. Our registration number is: Z4819561.

Data Protection Officer

It is a requirement that organisations appoint a Data Protection Officer. The Data Protection Officer is responsible for:

- informing and advising us and its employees about their obligations to comply with data protection laws
- monitoring compliance with data protection laws
- being the point of contact regarding data protection

Our Data Protection Officer is:

Fiona Jamieson, Deputy Director of Healthcare Governance
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 725045

Informationgovernanceteam@york.nhs.uk

Why we collect your information

We collect information about you for volunteering purposes.

What information we collect

- Name
- Date of Birth
- Address
- Email address
- Telephone number
- Emergency contact
- Disability status
- Health information

Who we may share your information with

We share your information with the Disclosure and Barring Service (DBS). We may also share your volunteering history when providing a reference.

How we maintain the confidentiality of your information

We are committed to protecting your privacy and will only use information collected lawfully in accordance with:

- [Data Protection Act](#)
- [The General Data Protection Regulations 2016](#)
- [Human Rights Act 1998](#)
- Common Law Duty of Confidentiality
- [Health and Social Care Act 2012](#)
- [Confidentiality Code of Practice 2003](#)
- [Information Security Management Code of Practice 2007](#)
- [Records Management Code of Practice for Health and Social Care 2016](#)
- [Information: To Share or Not to Share Review](#)

Every member of staff who works for an NHS organisation has a legal obligation to keep information about you confidential. Staff also undertake data security training.

How long we keep your information for

We store information for the time stipulated in [Records Management Code of Practice for Health and Social Care 2016](#).

Your rights

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5. To request us to restrict the use of your information.
6. To request us to copy or transfer your information from one IT system to another in a safe and secure way, without impacting the quality of the information.
7. To object to how your information is used.
8. To challenge any decisions made without human intervention (automated decision making).

Requesting information to be corrected

If you believe your information is inaccurate or incomplete please contact:

Volunteer Services Manager
York Teaching Hospitals NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire

01904 725291

Concerns

Should you wish to raise a concern about the use of your information, please contact:

Volunteer Services Manager
York Teaching Hospital NHS Foundation Trust
York Hospital
Wigginton Road
York
North Yorkshire
YO31 8HE

01904 725291

PALS@york.nhs.uk

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The Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

0303 123 1113

www.ico.org.uk

Covid-19 and your information: Supplementary privacy notice on Covid-19 for Patients

This notice describes how we may use your information to protect you and others during the Covid-19 outbreak. [It supplements our main Privacy Notices which are available here.](#)

The health and social care system is facing significant pressures due to the Covid-19 outbreak. Health and care information is essential to deliver care to individuals, to support health and social care services and to protect public health. Information will also be vital in researching, monitoring, tracking and managing the outbreak. In the current emergency it has become even more important to share health and care information across relevant organisations.

Existing law which allows confidential patient information to be used and shared appropriately and lawfully in a public health emergency is being used during this outbreak. Using this law the Secretary of State has required NHS Digital; NHS England and Improvement; Arms Length Bodies (such as Public Health England); local authorities; health organisations and GPs to share confidential patient information to respond to the Covid-19 outbreak. Any information used or shared during the Covid-19 outbreak will be limited to the period of the outbreak unless there is another legal basis to use the data. Further information is available on gov.uk [here](#) and some FAQs on this law are available [here](#).

During this period of emergency, opt-outs will not generally apply to the data used to support the Covid-19 outbreak, due to the public interest in sharing information. This includes [National Data Opt-outs](#). However in relation to the Summary Care Record, existing choices will be respected. Where data is used and shared under these laws your right to have personal data erased will also not apply. It may also take us longer to respond to Subject Access requests and Freedom of Information requests whilst we focus our efforts on responding to the outbreak.

In order to look after your health and care needs we may share your confidential patient information including health and care records with clinical and non clinical staff in other health and care providers, for example neighbouring GP practices, hospitals and NHS 111. We may also use the details we have to send public health messages to you, either by phone, text or email.

During this period of emergency we may offer you a consultation via telephone or video-conferencing. By accepting the invitation and entering the consultation you are consenting to this. Your personal/confidential patient information will be safeguarded in the same way it would with any other consultation.

We will also be required to share personal/confidential patient information with health and care organisations and other bodies engaged in disease

surveillance for the purposes of protecting public health, providing healthcare services to the public and monitoring and managing the outbreak. Further information about how health and care data is being used and shared by other NHS and social care organisations in a variety of ways to support the Covid-19 response is [here](#).

NHS England and Improvement and NHSX have developed a single, secure store to gather data from across the health and care system to inform the Covid-19 response. This includes data already collected by NHS England, NHS Improvement, Public Health England and NHS Digital. New data will include 999 call data, data about hospital occupancy and A&E capacity data as well as [data provided by patients themselves](#). All the data held in the platform is subject to strict controls that meet the requirements of data protection legislation.

In such circumstances where you tell us you're experiencing Covid-19 symptoms we may need to collect specific health data about you. Where we need to do so, we will not collect more information than we require and we will ensure that any information collected is treated with the appropriate safeguards.

We may amend this privacy notice at any time so please review it frequently. The date at the top of this page will be amended each time this notice is updated.