

## **Practice Privacy & Fair Processing Notice**

In compliance with the principals of the General Data Protection Regulation (GDPR), which became law of 25<sup>th</sup> May 2018, Dr Yerra's Practice has duty to explain how we use any personal information we collect about you as registered patients at the practice and about the practice staff. Therefore practice makes the following declaration;

As controllers of personal patient and staff data, we pledge to be open and transparent about how data are used and that the data are handled in line with individuals' reasonable expectations. We pledge to process the data we hold fairly, lawfully and transparently.

### **Disclosures required by Law**

In order to comply with its legal obligations, this practice may send data to NHS Digital when directed by the Secretary of State for Health under the Health and Social Care Act 2012. For instance when are inspected or reporting certain illness and safeguarding vulnerable people.

This practice contributes to national clinical audits and will send the data which are required by NHS Digital when the law allows. Data about you is used to manage national screening campaigns such as Flu, cervical cytology and Diabetes prevention. This may include demographic data, such as date of birth, and information about your health which is recorded in coded form, for example, the clinical code for diabetes or high blood pressure.

### **Disclosures for Medical Research or Health Management Purposes**

This practice contributes to medical research and may send relevant information to medical research databases such as the Clinical Practice Research Datalink and QResearch or others – when the law allows. Data about you usually de-identified, is used to manage the NHS and make payments.

### **Patient Information sharing for Direct Medical Care**

We will process patient data under the lawful basis under Article 6 (1)(e) and 9(2)(h) for the provision of direct patient care. Examples of where this may happen are;

- Referrals to or liaison with other healthcare providers for instance; NHS Trust, Urgent/emergency care/Out of Hours, community services and Ambulance services and others who are involved in direct patient care
- Contacting patients via post, telephone, mobile (including text messages regarding appointments & health information) or email

### **Staff Data Processing**

We will process staff data under the lawful basis under Article 6 (1)(b) for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract. We may also provide staff information to occupational health providers under Article 9(2)(h) for the purposes of

preventative or occupational medicine, for the assessment of the working capacity of the employee. We may use outside agency for processing staff payroll.

We may record CCTV under the lawful basis under Article 6(1)(e) for the performance of a task carried out in the public interest (e.g. prevention or detection of crime).

If you have any questions or concerns that you would like to raise with the practice, you can contact us using the following details;

Practice contact address	Dr R K Yerra Practice, Guttridge Medical Centre, Preston, PR1 6LL
Telephone	01772 325130
Email	
Data Protection Office	Dr Rama Krishan Yerra, Senior GP Partner

Where local resolution cannot be found, staff and patients have the right to lodge a complaint with the Information Commissioners Office (ICO). [www.ico.org.uk](http://www.ico.org.uk)

