

PRIVACY NOTICE

HOW WE USE YOUR INFORMATION

Norwood Surgery (The Practice) manages patient information in accordance with existing laws (e.g. the Data Protection Act 1988) and with guidance from organisations that govern the provisions of healthcare in England such as the Department of Health and the General Medical Council.

We collect and hold data for the sole purpose of providing healthcare services to our patients and we will ensure that the data is kept confidential. Confidentiality is an important duty, but it is not absolute. We can disclose personal information if:

- a) it is required by law
- b) the patient consents – either implicitly for the sake of their own care or expressly for other purposes
- c) it is justified in the public interest.

Under the powers of the Health and Social Care Act 2012 (HSCA) the Health and Social Care Information Centre (HSCIC) can require Personal Confidential Data (PCD) and GP Practices without seeking patient consent. Improvements in information technology are also making it possible for us to share data with other healthcare providers with the objective of providing you with better care.

Any patient can choose to withdraw their consent to their data being used in this way. When Norwood Surgery is about to participate in any new data-sharing scheme we will make patients aware by displaying prominent notices in the surgery and on our website at least four weeks before the scheme is due to start. We will also explain clearly what you have to do to 'opt-out' of each new scheme.

A patient can object to his personal information being shared with other health care providers but if this limits the treatment that the patient can receive then the doctor will explain this to them at the time.

The Practice shares personal information with third parties where such arrangements can be shown to make demonstrable impact on service quality.

Third Party Name	Service Type	Date
Webpost	Print and despatch of patient letters	2015
Accenda	Referral Management. (via contact with Southport and Formby Clinic Commissioning Group	2016

These partnerships are governed by a legally binding contract, are fully compliant with the Data Protection Act 1988 and have been set up in accordance with guidance from the Department of Health and the Information Commissioners Office (ICO). You can find out more about this on our website.

The Data Protection Act establishes a patient's right to gain access to information that we hold about them. This is called a Subject Access Request and should be submitted in writing to the Practice Manager. Requests will be responded to in line with the Act.

If you provide us with your mobile phone number we may use this to send you reminders about your appointments or other health screening information.

Any changes to this notice will be published on our website and on the notice board.

The Partnership is registered as a data controller under the Data Protection Act 1998. Registration number Z6521510. Our registration can be viewed on-line in the public register ico.org.uk.