**How The Broadway Surgery uses your information to provide you with healthcare**

**This practice keeps medical records confidential and complies with the General Data Protection Regulation.**

**We hold your medical record so that we can provide you with safe care and treatment.**

**We will also use your information so that this practice can check and review the quality of the care we provide. This helps us to improve our services to you.**

* We will share relevant information from your medical record with other health or social care staff or organisations when they provide you with care. For example, your GP will share information when they refer you to a specialist in a hospital. Or your GP will send details about your prescription to your chosen pharmacy.
* Healthcare staff working in A&E and out of hours care will also have access to your information. For example, it is important that staff who are treating you in an emergency know if you have any allergic reactions. This will involve the use of your Summary Care Record.. For more information see: <https://digital.nhs.uk/summary-care-records> or alternatively speak to your practice.
* You have the right to object to information being shared for your own care. Please speak to the practice if you wish to object. You also have the right to have any mistakes or errors corrected.

**Other important information about how your information is used to provide you with healthcare**

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| **Registering for NHS care**   * All patients who receive NHS care are registered on a national database. * This database holds your name, address, date of birth and NHS Number but it does not hold information about the care you receive. * The database is held by NHS Digital a national organisation which has legal responsibilities to collect NHS data. * More information can be found at: <https://digital.nhs.uk> or the phone number for general enquires at NHS Digital is 0300 303 5678 |

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| **Identifying patients who might be at risk of certain diseases**   * Your medical records will be searched by a computer programme so that we can identify patients who might be at high risk from certain diseases such as heart disease or unplanned admissions to hospital. * This means we can offer patients additional care or support as early as possible. * This process will involve linking information from your GP record with information from other health or social care services you have used. * Information which identifies you will only be seen by this practice. |

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| **Safeguarding**   * Sometimes we need to share information so that other people, including healthcare staff, children or others with safeguarding needs, are protected from risk of harm. * These circumstances are rare. * We do not need your consent or agreement to do this. |

We are required by law to provide you with the following information about how we handle your information.

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| **Data Controller** contact details | The Broadway Surgery  3 Broadway Gardens  Monkhams Avenue  Woodford Green  IG8 0HF  [Tel: 0208](Tel:0208) 505 3204  Email: [broadway.surgery@nhs.net](mailto:broadway.surgery@nhs.net) |
| **Data Protection Officer** contact details | Angus Davidson  DPO@healthbridgedirect.co.uk |
| **Purpose** of the processing | * To give direct health or social care to individual patients. * For example, when a patient agrees to a referral for direct care, such as to a hospital, relevant information about the patient will be shared with the other healthcare staff to enable them to give appropriate advice, investigations, treatments and/or care. * To check and review the quality of care. (This is called audit and clinical governance). |
| **Lawful basis** for processing | These purposes are supported under the following sections of the GDPR:  *Article 6(1)(e) ‘…necessary for the performance of a task carried out in the public interest or in the exercise of official authority…’; and*  *Article 9(2)(h) ‘necessary for the purposes of preventative or occupational medicine for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services...”*  Healthcare staff will also respect and comply with their obligations under the common law duty of confidence. |
| **Recipient or categories of recipients** of the processed data | The data will be shared with:   * healthcare professionals and staff in this surgery; * local hospitals; * out of hours services; * diagnostic and treatment centres; * or other organisations involved in the provision of direct care to individual patients. |
| **Rights to object** | * You have the right to object to information being shared between those who are providing you with direct care. * This may affect the care you receive – please speak to the practice. * You are not able to object to your name, address and other demographic information being sent to NHS Digital. * This is necessary if you wish to be registered to receive NHS care. * You are not able to object when information is legitimately shared for safeguarding reasons. * In appropriate circumstances it is a legal and professional requirement to share information for safeguarding reasons. This is to protect people from harm. * The information will be shared with the local safeguarding service |
| **Right to access and correct** | * You have the right to access your medical record and have any errors or mistakes corrected. Please speak to a member of staff or look at our ‘subject access request’ policy on the practice website – [www.newburygrouppractice.co.uk](http://www.newburygrouppractice.co.uk) * We are not aware of any circumstances in which you will have the right to delete correct information from your medical record; although you are free to obtain your own legal advice if you believe there is no lawful purpose for which we hold the information and contact us if you hold a different view. |
| **Retention period** | GP medical records will be kept in line with the law and national guidance. Information on how long records are kept can be found at: <https://digital.nhs.uk/article/1202/Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016>  or speak to the practice. |
| **Right to complain** | You have the right to complain to the Information Commissioner’s Office. If you wish to complain follow this link <https://ico.org.uk/global/contact-us/> or call the helpline **0303 123 1113** |
| **Data we get from other organisations** | We receive information about your health from other organisations who are involved in providing you with health and social care. For example, if you go to hospital for treatment or an operation the hospital will send us a letter to let us know what happens. This means your GP medical record is kept up-to date when you receive care from other parts of the health service. |
| **Population Health Management** | **What is Population Health Management (PHM)?**  PHM is aimed at improving the health of both local and national populations.   It is about improving the physical and mental health outcomes and wellbeing of people and making sure that access to services is fair, timely, and equal.  It helps to reduce the occurrence of ill health and looks at all the wider factors that affect health and care.      PHM is an approach being implemented across the NHS and this Practice.  Population Health Management requires health and social care, to work together with communities and partner agencies, for example, GP practices, community service providers, hospitals and other health and social care providers.  Organisations will share and combine de-identified information (where information identifying you has been removed) with each other in order to get a view of health and services for the population in a particular area. This information sharing is subject to robust security arrangements and risk assessments.      **How will my Personal Information be used?**  The information needed for PHM will include information about your health and social care. Information about you and your care will be used in a format that does not directly identify you, which we refer to within this privacy notice as pseudonymised. This information will be combined and anything that can identify you (like your name or NHS Number) will be removed and replaced with a unique code. This means that the people working with the data will only see the code and cannot see which patient the information relates to. The information will be used for a number of health and social care related activities such as -         • Identifying groups of patients that could benefit from direct interventions    • improving the quality and standards of care provided    • research into the development of new treatments    • preventing illness and diseases    • monitoring safety    • planning services      **Who will my personal information be shared with?**  Your GP, other health or care providers, Local Councils within NE London and the NHS NEL Integrated Care Board may send the information they hold on their systems to each other.  All of these organisations are legally obliged to protect your information and maintain confidentiality in the same way that your GP or hospital provider is.      **Is using my personal data in this way lawful?**   Health Care Providers are permitted by data protection law to use information where it is “necessary for medical purposes”.  This includes caring for you directly as well as management of health services more generally.  The legal basis for sharing your information is GDPR Article 6 (1) (e) “Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.”      Sharing and using your information in this way helps to provide better health and care for you, your family and future generations. Confidential patient information about your health and care is only used where allowed by law and in this case, anonymised data is used so that you cannot be identified.       **Can I object to my data being used as part of this programme?**   Yes. You have the right to opt out of sharing your personal data being used in this way. You can do this in two ways -         1. Opt out of all sharing of your data for other uses outside your GP Practice.  This is called a Type 1 opt out and you should request this directly to us, your GP practice. This will be applied not only to this programme but to any others we take part in.    2. National Data Opt-out (opting out of NHS Digital sharing your data).  You can find out more about and register a National Data Opt-out, or change your choice on [nhs.uk/your-nhs-data-matters](https://gbr01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fnhs.uk%2Fyour-nhs-data-matters&data=05%7C02%7Cmelissa.gowans%40nhs.net%7Cc43d1f385842461e43bb08ddc8fb564b%7C37c354b285b047f5b22207b48d774ee3%7C0%7C0%7C638887703980543948%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=xXL1PFouixOVWCmROylDgPfd2OUk0YjEsRuWl1ApDNo%3D&reserved=0) or by calling 0300 3035678.      This applies to identifiable patient data about your health which is called confidential patient information.  If you don’t want your confidential patient information to be shared with other organisations for purposes except your own care - either GP data, or other data it holds, such as hospital data - you can register a National Data Opt-out.      If you have registered a National Data Opt-out, NHS Digital won’t share any confidential patient information about you with other organisations, unless there is an exemption to this, such as where there is a legal requirement or where it is in the public interest to do so, such as helping to manage contagious diseases like coronavirus. You can find out more about exemptions on the NHS website. |