



## PRIVACY NOTICE – Information requested by Patient: for Insurance or Solicitor; or Research Companies.

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.

If you request all or part of your medical information or your representative (Insurance Company or Solicitor) requests information on your behalf, you will be asked for written, informed, consent.

We are required by Articles in the General Data Protection Regulations to provide you with the information in the following 9 subsections.

<b>1) Data Controller</b> contact details	Dr Katie Dixon On behalf of The Partners The Highlands Practice 102 Highland Road Fareham PO15 6JF Tele: 01329 845777
<b>2) Data Protection</b>	TBC



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<b>Officer</b> contact details	
3) <b>Purpose</b> of the processing	At the request of the patient for Personal Insurance or own use, or in the patient taking part in a Research Study.
4) <b>Lawful basis</b> for processing	<p>The processing of personal data to the patient or the patient’s representative is supported under the following Article 6 and 9 conditions of the GDPR:</p> <p><i>Article 6(1)(a) ‘...the individual has given clear consent for you to process their personal data for a specific purpose...’.</i></p> <p><i>Article 9(2)(a) ‘the data subject has given explicit consent to the processing of those personal data for one or more specified purposes...’</i></p> <p>Organisations and their employees will also respect and comply with their obligations under the common law duty of confidence</p>
5) <b>Recipient or categories of recipients</b> of the processed data	<p>If the Practice receives written, informed consent from a Patient for the above processing of data the data will be shared with the specified organisation.</p> <p>The categories of data processed will be that which is requested/understood to be required, by the Patient.</p>
6) <b>Rights to object</b>	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.
7) <b>Right to access and correct</b>	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. Please contact the practice.



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<b>8) Retention period</b>	The data will be retained in line with the law and national guidance. <a href="https://digital.nhs.uk/article/1202/Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016">https://digital.nhs.uk/article/1202/Records-Management-Code-of-Practice-for-Health-and-Social-Care-2016</a>
<b>9) Right to Complain.</b>	You have the right to complain to the Information Commissioner’s Office, you can use this link <a href="https://ico.org.uk/global/contact-us/">https://ico.org.uk/global/contact-us/</a>  or calling their helpline Tel: 0303 123 1113 (local rate) or 01625 545 745 (national rate)  There are National Offices for Scotland, Northern Ireland and Wales, (see ICO website)  or speak to the practice.

This document is available in large print on request or in other languages on our Website.