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| **Dr. J.P. Hopcroft**  **Dr. R.T. Summers**  **Dr. C.J. Wright**  **Dr. A. Mayet**  **Dr. P. Afsar**  **Dr. N. Skaria**  **Dr. G.Rajarathinam**  **Dr. S. Keegan** |

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| Description: illustration of the surgery |

***FERN HOUSE SURGERY***

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| **Privacy Notice**  **Direct Care - Emergencies** |

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There are occasions when intervention is necessary in order to save or protect a patients life or to prevent them from serious immediate harm, for instance during a collapse or diabetic coma or serious injury or accident. In many of these circumstances the patient may be unconscious or too ill to communicate. In these circumstances we have an overriding duty to try to protect and treat the patient. If necessary we will share your information and possibly sensitive confidential information with other emergency healthcare services, the police or fire brigade, so that you can receive the best treatment.

The law acknowledges this and provides supporting legal justifications.

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 | Fern House Surgery, 125 – 129 Newland Street, Witham, Essex CM8 1BH |
| **Data Protection Officer** contact details | Information Governance Lead, Fern House Surgery, 125 – 129 Newland Street, Witham, Essex CM8 1BH |
| **Purpose** of the processing | Doctors have a professional responsibility to share data in emergencies to protect their patients or other persons. Often in emergency situations the patient is unable to provide consent. |
| **Lawful basis** for processing | These purposes are supported under the following sections of the GDPR:  *Article 6(1)(d) “processing is necessary to protect the vital interests of the data subject or of another natural person”*  *Article 9(2)(c) “processing is necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent”*  *Or alternatively*  *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 some or all of the information being shared with the recipients. * This may affect the care you receive – please speak to the Information Governance Lead. |
| **Right to access and correct** | * You have the right to access your medical record and have any errors or mistakes corrected. If you would like to access this information, you will need to complete a Subject Access Request (SAR). Please ask at reception for a SAR form. * 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> |
| **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. |