

# Privacy Notice

## How we use your information

- We collect and hold data about you for the purpose of providing you with safe and effective healthcare. Generally, most health and care records are kept for eight years after your last treatment.
- To improve your care, information is shared: e.g. via NHS England, NHS Trusts, EMIS, AccurX, GP Connect, Connected Care, the SCWCSU, MPS/Horizon (call recording) or with third party providers such as Berkshire West Primary Care Alliance (part of a Community Outreach Project with Solutions4Health), payment providers & Restore (patient record storage) etc.
- We may share your information with other partners, including the West Berkshire Rural Primary Care Network (*comprising of Kintbury & Woolton Hill, Hungerford and Lambourn Surgeries*) and 3<sup>rd</sup> parties: Berkshire Healthcare Foundation Trust for Mental Health and First Point Physiotherapy for MSK Services as well as Community Pharmacies/Pharmacy First.
- We are required by law to share some data from patients' clinical records with NHS England under the General Practice Data for Planning and Research Directions 2021 (GPDfPR). For more information, including how to opt-out of sharing of your records, please check NHS England online: [Opt out of sharing your health records - NHS \(www.nhs.uk\)](https://www.nhs.uk/your-nhs-data-matters)
- Personal data for all 0–19-year-olds is shared with the SCWCSU Child Health Information Services (CHIS) through Apollo Medical Software Solutions, System C as the Processor.
- Patients aged 13 or over can set their own opt-out choice using the online service, the telephone service, the NHS App or 'print-and-post, completing a form by hand and sending it in [www.nhs.uk/your-nhs-data-matters](https://www.nhs.uk/your-nhs-data-matters) or call NHS England: 0300 303 5678
- Information sharing is subject to strict agreements on its use.
- We will only share your information outside of our partner organisations with your consent.
- If you are happy with how we use your information, you do not need to do anything.
- If you do not want your information to be used for any purpose beyond providing your care, please let us know so we can code your record appropriately.
- You can object to sharing information with other health care providers but, if this limits your treatment options, we will tell you.
- You may opt out of receiving text message reminders but in doing so means you will be unable to use the NHS App for:
  - Accessing your records
  - Ordering Repeat Prescriptions
  - Booking appointments online
  - Using the NHS symptom checker (NHS 111)
- Our guiding principle is that we are holding your information in the strictest confidence and in accordance with UK GDPR law.
- To protect our staff and premises we have CCTV cameras recording 24/7. If you need to speak to us about our CCTV, please contact our IT Manager John Glover via the surgery.

If you have a data protection concern, our Data Protection Officer for GP Practices in Berkshire West is Seraphim Patel, who is contactable via the Practice.

*Please request a copy of our **IG Patient Privacy Policy** for more details.*