

Privacy Notice

Introduction

Share2Care is a collaborative programme between Cheshire and Merseyside and the Lancashire & South Cumbria Health and Care Partnerships to deliver the electronic sharing of health and care records.

Through the Share2Care programme, the Clinical & Service Transformation workstream, which includes the enablement of integrated care systems through e-Xchange, will both connect and support the integration of our local health and care organisations. The workstream will ensure that information is available to the right people, in the right place, at the right time to deliver and drive service delivery, integration and transformation.

Share2Care will augment, improve, and support the transformational journey. The programme will drive adoption of digital services and make accessibility to real-time shared information the 'norm'. The programme will seek large-scale collaborative solutions to address system-wide challenges, including:

- i. Making organisational care data "boundary-less", supporting patient care regardless of setting
- ii. Providing patients with seamless access to their care record
- iii. Supporting complex care needs delivered across super-regional / tertiary centres

The solution known as e-Xchange will give providers of health and care access to the information which is necessary, proportionate and relevant to their role.

What types of personal and sensitive data do we collect and hold?

In order to carry out our activities and obligations as health care providers we process personal data such as:

- Name, Address, Postcode
- Date of Birth
- NHS Number
- Online identifier (e.g. Email Address, IP Address)
- Identification Number (e.g. Hospital Number)
- Passport Number, Driving Licence Number
- National Insurance number
- Location Data
- Employment details
- School details
- Social Care
- Safeguarding
- Adoption

We also process sensitive personal data such as:

- Health data which may include:

- clinical diagnosis and history
- treatment plans
- medications
- discharge summaries
- clinic letters
- radiology data
- laboratory data
- any other pertinent health data for direct patient care.
- Sexual Life and sexual Orientation
- Racial/Ethnic Origin
- Religious or Philosophical Beliefs
- Genetic Data
- Biometric Data (e.g. Fingerprints)

We aim to maintain high standards, adopt best practice for our record keeping and regularly check and report on how we are doing

What is the purpose of processing data?

- For direct patient care
- Health administration and services
- Information and databank administration

Your information is never collected or sold for direct marketing purposes. Your information is not processed overseas. Share2Care does not undertake automated decision-making or profiling of your personal information.

What is the lawful basis to process your information?

The General Data Protection Regulations (GDPR) and the Data Protection Act 2018 (DPA) allow us to process your data under the following conditions:

Where we process your personal data, we will do so because it is necessary for the performance of a task carried out in the public interest or in the exercise of official authority.

Where we process your special category data we will do so because it is necessary for the purposes of preventive medicine, medical diagnosis, the provision of healthcare or treatment or the management of healthcare systems and services, or a contract with a health professional.

There may be occasions when we will be obliged to process your information, such as to comply with a Court Order, Coroner's instruction, to prevent or detect crime, or to comply with other legislation. Where we do this we will process your data to comply with a legal obligation to which the NHS is subject.

If we process your information for other purposes that are not described above then we will seek your consent to do so before we processes it.

You can withdraw your consent to the further processing of your data at any time, if you have previously given consent for such processing, and there is no other legal basis for the NHS to continue processing it.

Sharing your information with Third Party Companies

There are a number of reasons why we share information with external organisations, such as:

- Disclosure to NHS managers and the Department of Health for the purposes of planning, commissioning, managing and auditing healthcare services
- Disclosure to bodies with statutory investigative powers such as the Care Quality Commission, the General Medical Council, the Audit Commission or the Health Service Ombudsman
- Government departments such as the Department of Health or the Home Office
- Disclosure to solicitors, to the police, to the courts (including a Coroner's court), and to tribunals and enquiries

Any disclosures of personal data are always made on case-by-case basis, using the minimum personal data necessary for the specific purpose and circumstances, and with the appropriate security controls in place. Information is only shared with those agencies and bodies who have a "need to know" or where you have consented to the disclosure of your personal data to such persons.

How long do we hold data?

We hold your information in line with the [national codes of practice](#) (Records Management Code of Practice for Health and Social Care 2016).

Individuals Rights

Data Protection law gives individuals rights in respect of the personal information that we hold about you. These are:

1. To be informed - this enables you to be informed how your data is processed.
2. Right of access - this enables you to receive a copy of the personal information held about you and to check the lawful processing of it.
3. To rectification - this enables you to have any incomplete or inaccurate information held about you corrected.
4. To erasure - this enables you to ask to delete or remove personal information where there is no good reason for continuing to process it.
5. To restrict processing - this enables you to ask to suspend the processing of personal information about you, for example if you want us to establish its accuracy or the reason for processing it.
6. To data portability - this enables you to transfer your electronic personal information to another party.
7. To object - this enables you to object where processing your personal information is for direct marketing purposes.
8. In relation to automated decision making & profiling - this enables you to be told if your data is being processed using automated software.

National data opt-out

The national data opt-out is a service that allows patients to opt out of their confidential patient information being used for research and planning. Further details can be found [here](#)

How you can get access to your health record

To apply for access to your health records, please contact
share2care@alderhey.nhs.uk

Further Information

Should you have any further queries on the uses of your information, please contact
share2care@alderhey.nhs.uk

You also have the right to lodge a complaint with the UK Supervisory Authority:

[The Information Commissioners Office](#)

The Information Commissioners Office

Wycliffe House

Water Lane

Wilmslow

SK9 5AF



Share2Care

Data Saves Lives