

# PRIVACY NOTICE - PATIENTS

Data Protection Statement for Patients of GI Clinic Ltd

## Introduction

Your personal data is data which by itself or with other data can be used to identify you. This statement sets out how GI Clinic Ltd will use your personal data.

The Data Controller is Dr Praful Patel who can be reached at GI Clinic Ltd at Spire Southampton, Chalybeate Close, Southampton, SO16 6UY or telephoned on 023 8076 4397.

## Personal Data collected

Personal data used includes:

- Full name
- Contact information, including your address, email address and home and mobile phone numbers
- Date of Birth
- Specific health information (special categories personal data, previously known as "sensitive personal data")

## Providing your Personal Data

Personal data can be provided by GP's, Consultants, your Medical Insurer, or Hospitals, when they refer you as a Patient to GI Clinic Ltd. You may also provide additional personal information

All data, which is gathered and processed by the Data Controller, is confirmed for accuracy with you.

## Using your Data: the legal basis and purposes

Your data will be collected and processed for 2 main purposes:

1a) for the purposes of medical diagnosis and the provision of health treatment, subject to specific conditions and safeguards.

- b) to update your records
- c) to contact you about your medical treatment
- d) to contact you about recovering any debt

2. As necessary to comply with a legal obligation e.g.

- a) when you exercise your rights under data protection law and make requests
- b) for compliance with legal and regulatory requirements and related disclosures
- c) for establishment and defence of legal rights

## Sharing of your Personal Data

Subject to applicable data protection law, GI Clinic may share your data with:

- a) GP's, Consultants, your Medical Insurer or Hospitals, as appropriate for the purposes of your medical diagnosis and treatment.
- b) Legal and professional advisors, including auditors
- c) Debt Collection Agencies
- d) Government Bodies and Agencies e.g. the Information Commissioners Office
- e) Private Healthcare Information Network (PHIN)
- f) In an emergency or otherwise to protect your vital interests

## Security of Personal Data

GI Clinic will make every effort to ensure data is processed safely, securely, and appropriately. For example any emails sent containing special categories personal data will be sent using encrypted email.

## Your Right of Access to the Data

If you wish to access personal data held on you by GI Clinic, you can **write** to the Data Controller with your request. The information provided will be supplied within a month, at no charge. If, for some reason, it is not appropriate to respond to the request, the Data Controller will respond to you without undue delay and advise you that you can complain to the ICO within 1 month.

## Other Data Subject Rights

In addition to the right to be informed (privacy notice) and the right of access (SAR) you also have the rights to:

- Rectification, if it is inaccurate
- Request data be erased, in limited situations
- To restrict processing
- To data portability
- To object to the use made by GI Clinic Ltd of your personal information
- Rights in relation to automated decision making and profiling

## Retention of the Data

Your personal information will be retained for as long as reasonably necessary to fulfil the relevant purposes set out in this Privacy Notice and in order to comply with legal and regulatory obligations.

Effective from: 25/05/2018