

Easy Read Privacy Notice

How does the practice use my personal data?

- We use your personal data in order to provide you with care and treatment and to ensure your treatment and advice, and the treatment of others is safe and effective.

How is my data kept safe?

- This practice handles all data in-line with the Data Protection Act 2018, UK GDPR and other relevant legislation. We are committed to protecting your privacy and will only use data that has been collected lawfully.
- Every member of staff who works for an NHS organisation has a legal obligation to keep data about you confidential. We conduct annual training and awareness and ensure access to your data is limited to the appropriate staff.

When will the practice share my personal data?

- We will only share your medical records if we have a lawful basis to do so. For example, we share medical records with those who are involved in providing you with health and social care.
- In some circumstances we will also share medical records for medical research and to check the quality of care which is given to patients. For example, the use of information from medical records can help answer important questions about illnesses and disease (like Cancer) so that improvements can be made to the care and treatment that you receive.
- We also share information when the law requires us to do so, for example, to prevent infectious diseases from spreading or to check the care being provided to you is safe.

What rights do I have under the Data Protection Legislation?

- You have the right to request access to view or be given a copy of your medical record.

Wallingbrook Health Group

Chulmleigh • Winkleigh

- You have the right to object to your medical records being shared with those who provide you with care. However, if we do not share this information, other health professionals may not know important medical information about you, which may impact the care you receive.
- You have the right to object to your information being used for medical research and planning of health services.
- You have the right to have any mistakes corrected.
- You also have the right to complain to the Information Commissioner's Office (ICO). We would ask that you speak to the practice regarding your concerns prior to contact the ICO.
- Please see the practice privacy notice on the website <https://wallingbrook.co.uk/privacy-policy> or speak to a member of staff for more information about your rights or for a copy of the practice's privacy notice.

Author	L Harris/T Stevens/B Lovewell	
Version	Date	Changes made:
One	16.06.2021	Revised template from B Lovewell replaces previous versions
Two	10.08.2023	Updated privacy notice link and removal of COVID-19
This document is available:		
• Reception – both sites (hard copy)		
• Wallingbrook website		
• Clarity Teamnet		