



PRIVACY NOTICE

This privacy notice is part of our commitment to ensure that we process your personal information/data fairly and lawfully. It explains what rights you have to control how we use your information and describes how we collect, use, retain and disclose personal information which we hold. View our Privacy Notice online: www.dbth.nhs.uk

Why and how we collect information

We may ask for or hold personal confidential information about you which will be used to support delivery of appropriate care and treatment and to support the provision of high quality care. These records may include:

- Basic details such as name, address, date of birth, and next of kin.
- Contact we have had, such as appointments and home visits.
- Details and records of treatment and care, including notes and health reports
- Results of medical imaging tests, blood tests, etc.
- Information from people who care for you and know you well, such as health professionals and relatives.

It may also include personal sensitive information such as sexuality, race, your religion or beliefs, and whether you have a disability, allergies or health conditions. It is important for us to have a complete picture, as this information assists staff involved in your care, throughout the NHS and social care, to deliver and provide improved care, appropriate treatment and care plans, and to meet your needs. Information is collected in a number of ways; including via your healthcare professional, referral details from your GP, or directly given by you:

- To help inform decisions that we make about your care.
- To ensure that your treatment is safe and effective.

- To work effectively with other organisations who may be involved in your care.
- To support the health of the general public.
- To ensure our services can meet future needs.
- To review care provided to ensure it is of the highest standard possible.
- To train healthcare professionals.
- For research and audit.
- To prepare statistics on NHS performance.
- To monitor how we spend public money.

The information can be used to help:

- Improve individual care.
- Understand more about disease risks and causes.
- Improve diagnosis.
- Develop new treatments and prevent disease.
- Plan services.
- Improve patient safety.
- Evaluate Government, NHS and Social Care policy.

Accurate and up-to-date information assists us in providing you with quality care. If you see another healthcare professional, specialist or another part of the NHS, they can readily access the information they need to provide you with the best possible care.

Where possible, when using information to inform future services and provision, non-identifiable information will be used. Information is retained in secure electronic and paper records and access is restricted to only those who need to know. It is important that information is kept safe and secure, to protect your confidentiality.

**For more information on how to access the information we hold about you please contact:
dbth.casenoterelease@nhs.net**