

Privacy Notice – NHS Borders Weight Management Team: Specialist Weight Management

NHS Borders Specialist Weight Management Service

January 2020

What services are being provided?

- This involves an initial assessment appointment with the team's dietitian and /or clinical psychologist.
- Core components of our services are dietary and behavioural change.
- The services will be delivered as either one to one appointments or in a group setting.
- Delivery may be by a dietitian or clinical psychologist.
- The service recommended to you will be discussed with you before you start any programme.

What personal data do we need from you?

We collect, use and store information about you such as your

- Name
- Address
- CHI number (your unique NHS identification number in Scotland)
- Date of birth

What 'special types' of personal data do we need from you?

- Your communication needs
- Any declared disabilities or additional support needs
- Your ethnicity and gender
- Your health needs including: height, weight, waist circumference, blood pressure, blood glucose levels, diabetes risk score, medical history and medication history
- Your lifestyle such as your diet, how active you are, and your mental wellbeing
- Your outcomes following participation in one of our Weight Management Services

Who will be using your personal data?

Your information will be kept confidential and shared with only those who require it to provide your care.

Your information will also be shared with other NHS Borders departments and NHS Scotland and used to produce statistical reports to help us find ways to improve our service and plan for the future.

What will it be used for and what gives us the right to ask for it and use it?

The information we collect about you is to make sure that we fully understand the support and care you need, to review your progress, to keep you safe. From time to time we may also ask you for feedback to help us improve our service. If you choose to opt out of this your care will not be impacted

We collect and use your information to meet our duties as a healthcare/social care provider under National Health Service (Scotland) Act 1978.

Our legal basis for using your personal data is "Public Task" – it is necessary in order for us to deliver our responsibilities as an NHS organisation

Our legal basis for using your special personal data is "Provision of Health and Social Care"

Who else might we share your data with?

We may be required to share certain data with other public bodies such as the Care Inspectorate and will do so where the law requires this.

In general we do not transfer personal data outside either the UK or Europe. On the rare occasions where we do so, we will tell you. We will only transfer data outside the UK and Europe if we are satisfied that the organisation that will handle the data and the country it is being transferred will look after the information properly and securely.

How long will your data be kept?

Your data will be kept as part of your medical record and will be retained in accordance with the NHS Borders Records Management Policy.

https://www.nhsborders.scot.nhs.uk/media/155424/nhsb_records_management_policy.pdf

Our use of your data will be subject to the following legal rights:

Data Protection provides you with the right to ask whether we are holding and using your personal data; what personal data we are using; who we share it with; how long we will keep the data for and what your rights are over how it is used.

You can:

- Request a copy of or access to your personal data
- Request that access to your personal data is restricted
- Request that any inaccuracies recorded are corrected
- Raise an objection and request that we stop using your personal data
- Request that you are not subjected to automated decision making
- Request for your personal data to be transferred to another organisation

You can make a request at any time to the data protection officer at NHS Borders using the contact details provided below.

We may also receive personal information about you from others:

We may receive additional appropriate information from others throughout the duration of your time with the Borders Weight Management Team which may include: your local GP practice, Hospital Consultant, Wellbeing service, Hospital outpatient service and other NHS services.

Visit the following links for more information about Privacy Law, our obligations and your Rights:

The ICO Guide to the General Data Protection Regulation 2016 - <https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/>

The General Data Protection Regulation 2016 - <https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32016R0679&from=EN>

If you have concerns over the way we are asking for or using your personal data, please raise the matter with our Data Protection Officer by the following means:

Postal Address	Data Protection Officer, Information Governance Team, NHS Borders Kelso Hospital Inch Road Kelso TD5 7JP
Email	DPO@borders.scot.nhs.uk

If you still have concerns following our response you have the right to raise the matter with the Information Commissioner's Office:

Postal Address	Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Online Form	https://ico.org.uk/concerns/handling/
Phone Number	0303 123 1113