**How your information is used for medical research, plan services and to measure the quality of care**

|  |
| --- |
| **Medical research and service planning**[Insert name of practice] uses and shares information from medical records to: * support medical research when the law allows us to do so, for example to learn more about why people get ill and what treatments might work best. We may also use your medical records to carry out research within the practice; and
* help plan NHS services.

Sharing information for these reasons is important because:* the use of information from GP medical records is very useful in developing new treatments and medicines;
* medical researchers use information from medical records to help answer important questions about illnesses and disease so that improvements can be made to the care and treatment patients receive;
* NHS organisations need information to help them plan and run NHS services, for example, deciding where to provide new GP services or clinics.

We share information with the following medical research organisations and with national NHS organisations with your explicit consent or when the law allows: [insert names e.g. Clinical Practice Research Datalink, NHS England].**You have the right to object to your confidential information being shared by this practice for medical research and planning purposes. Please speak to the practice if you wish to object.** **You can also visit** [**https://www.nhs.uk/your-nhs-data-matters/**](https://www.nhs.uk/your-nhs-data-matters/) **if you wish to register a national data opt-out which prevents your confidential information being used for research and planning (subject to certain exclusions).** |

|  |
| --- |
| **Checking the quality of care - national clinical audits**[Insert name of practice] contributes to national clinical audits so that healthcare can be checked and reviewed.* Information from medical records can help doctors and other healthcare workers measure and check the quality of care which is provided to you.
* The results of the checks or audits can show where hospitals are doing well and where they need to improve.
* The results of the checks or audits are used to recommend improvements to patient care.
* Data are sent to the Healthcare Quality Improvements Partnership [or insert name of relevant body] a national body which manages clinical audits on behalf of the NHS. For more about HQIP please visit: <https://www.hqip.org.uk/> or phone 020 7997 7370.
* The data could include information about you, such as your NHS Number and date of birth, and information about your health which is recorded in coded form - for example, the code for diabetes or high blood pressure.
* We will only share your information for national clinical audits or checking purposes when the law allows.
* You have the right to object to your confidential information being shared for national clinical audits. Please visit <https://www.nhs.uk/your-nhs-data-matters/> if you wish to find out more or register a national data opt-out (NDOO). The NDOO prevents your confidential information being used for research and planning and can apply to some national clinical audits. However, there are certain circumstances when the NDOO will not apply to audits, for example, when information is needed for reasons of patient safety.
 |

We are required by law to provide you with the following information about how we share your information for medical research purposes.

|  |  |
| --- | --- |
| **Data Controller** contact details | [Insert practice name and address details of the practice or organisation(s) that is(are) acting as Data Controller]  |
| **Data Protection Officer** contact details | [Insert the designated Data Protection Officer’s name and contact details] |
| **Purpose** of the processing | Medical research and to check the quality of care which is given to patients (this is called national clinical audit). |
| **Lawful basis** for processing | The following sections of the UK GDPR mean that we can use medical records for research and to check the quality of care (national clinical audits)Article 6(1)(e) – ‘processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller’.For medical research: there are two possible Article 9 conditions. [practices should select the appropriate condition]Article 9(2)(a) – ‘the data subject has given explicit consent…’ORArticle 9(2)(j) – ‘processing is necessary for… scientific or historical research purposes or statistical purposes in accordance with Article 89(1) based on Union or Member States law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and interests of the data subject’. To check the quality of care (clinical audit):Article 9(2)(h) – ‘processing is necessary for the purpose of preventative…medicine…the provision of health or social care or treatment or the management of health or social care systems and services...’ |
| **Recipient or categories of recipients** of the processed data | For medical research data will be shared with [list names of research organisations].For health service planning data will be shared with [list relevant organisations].For national clinical audits which check the quality of care the data will be shared with the Healthcare Quality Improvements Partnership [or insert name of relevant body]. |
| **Right to object and the National Data Opt-out** | The law gives you a right to object to data processing in certain circumstances. The NHS also has different policy options for opting out of data sharing. You can stop your GP practice from sharing your confidential information for reasons beyond your own care, such as research and planning. This is called a ‘Type 1 opt-out’. To do this you need to fill in an opt-out form and return it to your GP practice. [Download a Type 1 opt-out form.](https://assets.nhs.uk/nhsuk-cms/documents/Type1Opt-outform.docx)And/orThe National data opt-out (NDOO) [England only]The NDOO allows you to choose if you do not want NHS England and other healthcare organisations to use your confidential information for reasons beyond your own individual care – such as medical research and planning. Please visit: <https://www.nhs.uk/your-nhs-data-matters/> to find out more about your options and to register your choice. |
| **Right of access and right to correct** | * You have the right to access your medical record. Please speak to a member of staff or look at our ‘subject access request’ policy on the practice website – insert link.
* You have the right to correct personal information which is inaccurate or a mistake. Please speak to a member of staff.
* We are not aware of any circumstances in which you will have the right to delete correct information from your medical record; although you are free to obtain your own legal advice if you believe there is no lawful purpose for which we hold the information and contact us if you hold a different view.
 |
| **Right to restriction of processing** | You have the right to ask us to restrict the processing of your personal information in certain circumstances. Please contact us if you would like to make a request.Note for practices: The ICO has a [useful table](https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/lawful-basis/a-guide-to-lawful-basis/) which shows when this right, and other rights, apply depending on the lawful basis being used.  |
| **Retention period** | GP medical records will be kept in line with the law and national guidance. Information on how long records are kept can be found at: https://transform.england.nhs.uk/information-governance/guidance/records-management-code/or speak to the practice. |
| **Right to complain** | You have the right to complain to the Information Commissioner’s Office. If you wish to complain follow this link <https://ico.org.uk/global/contact-us/> or call the helpline **0303 123 1113** |