

## **DATA PRIVACY NOTICE**

West Pennine Local Medical Committee provides advice and support to GPs and practice managers in the Oldham and Tameside & Glossop areas. We hold names, email addresses, sometimes telephone numbers and, occasionally, other personal data in order to do this. We also maintain contact with other organisations for mutual support and advice.

The legal basis (under the EU's General Data Protection Regulation, to be enacted by the 2018 Data Protection Bill now going through Parliament) under which we hold this personal data is the shared legitimate interest of all parties that this communication should continue to be given and received.

The normal system has been that practice managers will let us have the email addresses of GPs when they join the practice as we have no access to the NHS Global Address List. We intend this arrangement to continue, subject to the restrictions below.

- If we wish to do any data processing beyond what is necessary to provide you with information or support we will seek your specific consent. In particular we will not share your personal data with anyone without asking your permission first.
- You can ask for a copy of the personal data we hold on you, which you can have within 30 days.
- You have the right to 'be forgotten' but if you ask us to delete your contact details you will no longer receive any communications or benefits from us.
- If your email address or other item of personal data that you know we hold should change, or if we have it wrong in the first place, please let us know so that we can correct it.
- If you leave medical practice in the county, give up work in the area or simply move away we should be grateful if you would tell us of your intention so that we can remove your personal data from our records – we have no wish to keep them longer than we must.

We hold your data electronically, password protected, on a secure off-site server. The Office is locked whenever it is not occupied. Regular and frequent backups are maintained securely.