

`Appendix A – The Practice will share patient information with these organisations where there is a legal basis to do so.

Activity	Rationale
Commissioning and contractual purposes Planning Quality and	<b>Purpose</b> – Anonymous data is used by the Integrated Care Board (ICB) for planning, performance and commissioning purposes, as directed in the practices contract, to provide services as a public authority.
Performance	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Patients may opt out of having their personal confidential data used for Planning or research. Please contact your surgery to apply a Type 1 Opt out or logon to <a href="https://www.nhs.uk/your-nhs-data-matters/manage-your-choice/">https://www.nhs.uk/your-nhs-data-matters/manage-your-choice/</a> to apply a National Data Opt Out
	Processor – Berkshire, Oxford & Buckinghamshire ICB
Summary Care Record Including additional information	Purpose –The NHS in England uses a national electronic record called the Summary Care Record (SCR) to support patient care. It contains key information from your GP record. Your SCR provides authorised healthcare staff with faster, secure access to essential information about you in an emergency or when you need unplanned care, where such information would otherwise be unavailable.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Patients have the right to opt out of having their information shared with the SCR by completion of the form which can be downloaded <a href="here">here</a> and returned to the practice. Please note that opting out of having your information shared with the Summary Care Record could result in a delay to care that may be required in an emergency.  Processor – NHS England
Research	Purpose – We may share anonymous or pseudonymised patient information with research companies for the purpose of exploring new ways of providing healthcare and treatment for patients with certain conditions. This data will not be used for any other purpose.  Where personal confidential data is shared your consent will be required.
	Where you have opted out of having your information shared for this planning or research your information will not be shared.
	Legal Basis –







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	<ul> <li>Articles 6(1)(a) and 9(1)(a) – explicit consent; or</li> <li>Article 6(1)(c) (where we are <i>legally obligated</i> to share your personal data) for your standard personal data and Article 9(2)(j) (scientific research) for your health data.</li> </ul>
	Where identifiable data is required for research, patient consent will be needed, unless there is a legitimate reason under law to do so or there is support under the Health Service (Control of Patient Information Regulations) 2002 ('section 251 support') applying via the Confidentiality Advisory Group in England and Wales.
	Sharing of aggregated non identifiable data is permitted.
	Processor – QResearch & UK Bio Bank
Individual Funding Requests	<b>Purpose</b> – We may need to process your personal information where we are required to fund specific treatment for you for a particular condition that is not already covered in our standard NHS contract.
	The clinical professional who first identifies that you may need the treatment will explain to you the information that is needed to be collected and processed to assess your needs and commission your care; they will gain your explicit consent to share this. You have the right to withdraw your consent at any time but this may affect the decision to provide individual funding.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Data processor – Berkshire, Oxford & Buckinghamshire ICB
Safeguarding Adults	<b>Purpose</b> – We will share personal confidential information with the safeguarding team where there is a need to assess and evaluate any safeguarding concerns and to protect the safety of individuals.
	Consent is not required to share information for this purpose.
	<ul> <li>Legal Basis – Direct Care under UK GDPR:</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine</li> </ul>
	Data Processor – Berkshire Healthcare NHS Foundation Trust
Safeguarding Children	<b>Purpose</b> – We will share children's personal information where there is a need to assess and evaluate any safeguarding concerns and to protect the safety of children.
	Legal Basis –



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	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Consent may not be required to share this information.
	Data Processor – Berkshire Healthcare NHS Foundation Trust
Risk Stratification – Preventative Care	<b>Purpose</b> - 'Risk stratification for case finding' is a process for identifying and managing patients who have or may be at-risk of health conditions (such as diabetes) or who are most likely to need healthcare services (such as people with frailty). Risk stratification tools used in the NHS help determine a person's risk of suffering a particular condition and enable us to focus on preventing ill health before it develops.
	Information about you is collected from a number of sources including NHS Trusts, GP Federations and your GP Practice. A risk score is then arrived at through an analysis of your de-identified information. This can help us identify and offer you additional services to improve your health.
	If you do not wish information about you to be included in any risk stratification programmes, please let us know. We can add a code to your records that will stop your information from being used for this purpose. Please be aware that this may limit the ability of healthcare professionals to identify if you have or are at risk of developing certain serious health conditions.
	Type of Data – Identifiable/Pseudonymised/Anonymised/Aggregate Data
	<ul> <li>Legal Basis –         <ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul> </li> <li>Processors – The Central and Southern Commissioning Support Unit (CSU) &amp; Berkshire, Oxford &amp; Buckinghamshire ICB, Berkshire West Primary Care Alliance</li> </ul>
	(as part of the Community Wellness Outreach Project)
Public Health Screening programmes (identifiable) Notifiable disease information (identifiable) Smoking cessation (anonymous) Sexual health (anonymous)	Purpose – Personal identifiable and anonymous data is shared.  The NHS provides national screening programmes so that certain diseases can be detected at an early stage. These currently apply to bowel cancer, breast cancer, aortic aneurysms and diabetic retinal screening service to name a few. The law allows us to share your contact information, and certain aspects of information relating to the screening with Public Health England so that you can be appropriately invited to the relevant screening programme.  More information can be found at: https://www.gov.uk/topic/population-screeningprogrammes [Or insert relevant link] or speak to the practice.



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Vaccination	Patients may not opt out of having their personal information shared for Public
Programmes	Health reasons.  Patients may opt out of being screened at the time of receiving an invitation.
	Legal Basis –
	Article 6(1)(e) 'necessary for the performance of a task carried out in
	the public interest or in the exercise of official authority'; and
	Article 9(2)(h) 'necessary for the purposes of preventative or
	occupational medicine'
	Data Processors – UK Health Security Agency and Office for Health Improvement and Disparities
Direct Care	Purpose – Personal information is shared with other secondary care trusts and
NHS Trusts	providers in order to provide you with individual direct care services. This could
Community Providers	be hospitals or community providers for a range of services, including
Pharmacies Enhanced care	treatment, operations, physio, and community nursing, ambulance service.
providers	Legal Basis - The processing of personal data in the delivery of direct care and
Nursing Homes	for providers' administrative purposes in this surgery and in support of direct
Other Care Providers	care elsewhere is supported under the following:
	Article 6(1)(e) 'necessary for the performance of a task carried out in
	the public interest or in the exercise of official authority'; and
	<ul> <li>Article 9(2)(h) 'necessary for the purposes of preventative or</li> </ul>
	occupational medicine
	<b>Processors</b> – Royal Berkshire Foundation Trust; Berkshire Healthcare NHS
Care Quality	Foundation Trust; Frimley Health NHS Foundation Trust  Purpose – The CQC is the regulator for the English Health and Social Care
Commission	services to ensure that safe care is provided. They will inspect and produce
	reports back to the GP practice on a regular basis. The Law allows the CQC to
	access identifiable data.
	More detail on how they ensure compliance with data protection law (including
	UK GDPR) and their privacy statement is available on our website:
	https://www.cqc.org.uk/about-us/our-policies/privacy-statement
	Legal Basis –
	Article 6(1)(e) 'processing is necessary for compliance with a legal
	obligation'; and
	<ul> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine</li> </ul>
	occupational medicine
	Processors – Care Quality Commission
Population Health	Purpose – Health and care services work together as 'Integrated Care
Management	Systems' (ICS) and are sharing data in order to:  • Understand the health and care needs of the care system's
	population, including health inequalities
	Provide support to where it will have the most impact



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	<ul> <li>Identify early actions to keep people well, not only focusing on people in direct contact with services, but looking to join up care across different partners.</li> </ul>
	<b>Type of Data</b> – Identifiable/Pseudonymised/Anonymised/Aggregate Data. NB only organisations that provide your care will see your identifiable data.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine</li> </ul>
	Data Processors - Berkshire, Oxford & Buckinghamshire ICB
Payments	Purpose - Contract holding GPs in the UK receive payments from their respective governments on a tiered basis. Most of the income is derived from baseline capitation payments made according to the number of patients registered with the practice on quarterly payment days. These amounts paid per patient per quarter varies according to the age, sex and other demographic details for each patient. There are also graduated payments made according to the practice's achievement of certain agreed national quality targets known as the Quality and Outcomes Framework (QOF), for instance the proportion of diabetic patients who have had an annual review. Practices can also receive payments for participating in agreed national or local enhanced services, for instance opening early in the morning or late at night or at the weekends. Practices can also receive payments for certain national initiatives such as immunisation programs and practices may also receive incomes relating to a variety of non-patient related elements such as premises. Finally there are short term initiatives and projects that practices can take part in. Practices or GPs may also receive income for participating in the education of medical students, junior doctors and GPs themselves as well as research. In order to make patient based payments basic and relevant necessary data about you needs to be sent to the various payment services. The release of this data is required by English laws.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(c) 'processing is necessary for compliance with a legal obligation to which the controller is subject'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'.</li> </ul>
Dationt December 1	Data Processors – NHS England, ICB, Public Health
Patient Record data base	Purpose – Your medical record will be processed in order that a data base can be maintained, this is managed in a secure way and there are robust processes in place to ensure your medical record is kept accurate, and up to date. Your record will follow you as you change surgeries throughout your life. Closed records will be archived by NHS England
	Legal Basis –



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	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'.</li> </ul>
	Processor – EMIS and PCSE
Medical reports	Purpose – Your medical record may be shared in order that:
Subject Access Requests	Solicitors/persons acting on your behalf can conduct certain actions as instructed by you.
	Insurance companies seeking a medical reports where you have applied for services offered by then can have a copy to your medical history for a specific purpose.
	Legal Basis –
	<ul> <li>Article 6(1)(a) – consent for personal data; and</li> <li>Article 9(2)(a) – explicit consent for special-category data.</li> </ul>
	Processor – iGDPR
Medicines Management	<b>Purpose</b> – your medical record is shared with the medicines management team
Team	pharmacists, in order that your medication can be kept up to date and any
Medicines Optimisation	necessary changes to medication can be implemented.
	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor – Berkshire, Oxford & Buckinghamshire ICB
GP Federation End of life & Palliative Care Point of Care across Berkshire Out of Hours	<b>Purpose</b> – Your medical record will be shared with the (Frimley Park NHS Foundation Trust; BOB Out of Hours; Buckinghamshire Clinical Services) in order that they can provide direct care services to the patient population. This could be in the form of video consultations, Minor injuries clinics, GP extended access clinics. The Federation will be acting on behalf of the GP practice.
	Legal Basis –
	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	<b>Processor</b> – Frimley Park NHS Foundation Trust & Buckinghamshire Clinical services
Primary Care Network (PCN)	<b>Purpose</b> – Your medical record will be shared with the Earley+ in order that they can provide direct care services to the patient population.
	Legal Basis –
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	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor – Brookside Group Practice
Smoking cessation	<b>Purpose</b> – personal information is shared in order for the smoking cessation service to be provided.
	Only those patients who wish to be party to this service will have their data shared
	Legal Basis –
	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor – N/A
Social Prescribers	Purpose – Access to medical records is provided to social prescribers to undertake a full service to patients dependent on their health social care needs.
	Only those patients who wish to be party to this service will have their data shared
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor – N/A
Police	Purpose – Personal confidential information may be shared with the Police authority for certain purposes. The level of sharing and purpose for sharing may vary. Where there is a legal basis for this information to be shared consent will not always be required.
	The Police will require the correct documentation in order to make a request. This could be but not limited to, DS 2, Court order, s137, the prevention and detection of a crime. Or where the information is necessary to protect a person or community.
	Legal Basis – UK GDPR
	<ul> <li>Article 6(1)(c) – to comply with a legal obligation; and</li> <li>Article 9(2)(j) – 'for reasons of substantial public interest'</li> </ul>
	Processor – Police Constabulary
Coroner	<b>Purpose</b> – Personal health records or information relating to a deceased patient
	may be shared with the coroner.



Γ	- Partners in Heatincare
	<ul> <li>Legal Basis – UK GDPR:         <ul> <li>Article 6(1)(c) – to comply with a legal obligation; and</li> <li>Article 9(2)(h) – 'necessary for the purposes of preventative or occupational medicine'.</li> </ul> </li> <li>Processor – The Coroner</li> </ul>
Medical Examiner Service	<b>Purpose</b> : Purpose: Medical records associated with deceased patients are outside scope of the UK GDPR. However, next of kin details are within the scope of the UK GDPR. We will share specified deceased patient records and next of kin details with the Medical Examiners within Berkshire, Oxford & Buckinghamshire ICB.
	Legal Basis:  Article 6(1)(c) – necessary under a legal obligation to which the controller is
	subject"; and Article 9(2)(h)— "processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services"
	<b>Processor</b> : Medical Examiners service – Berkshire, Oxford & Buckinghamshire ICB
Non-commissioned, private healthcare providers (e.g. BUPA, Virgin Care, etc.)	<b>Purpose</b> – Personal information shared with private health care providers in order to deliver direct care to patients at the patient's request. Consent from the patient will be required to share data with Private Providers.
	<b>Legal Basis</b> – Articles 6(1)(a) and 9(2)(a) consent by the patient given under contract to the provider.
Messaging Service	Provider – N/A  Purpose – Personal identifiable information shared with the messaging service in order that messages including; appointment reminders; results; campaign messages related to specific patients health needs; and direct messages to patients, can be transferred to the patient in a safe way.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Provider - AccuRX - NHSAPP, Anima, Footfall
Remote consultation Including – Video Consultation	<b>Purpose</b> – Personal information including images may be processed, stored and with the patients consent shared, in order to provide the patient with urgent medical advice.











# Clinical photography Legal Basis -Article 6(1)(e) '...necessary for the performance of a task carried out in the public interest or in the exercise of official authority...'; and Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine' Patients may be videoed or asked to provide photographs with consent. There are restrictions on what the practice can accept photographs of. No photographs of the full face, no intimate areas, no pictures of patients who cannot consent to the process. No pictures of children. Processor – Anima, AccuRX MDT meetings **Purpose** – For some long term conditions, the practice participates in meetings with staff from other agencies involved in providing care, to help plan the best way to provide care to patients with these conditions. Personal data will be shared with other agencies in order that mutual care packages can be decided. Legal Basis -Article 6(1)(e) '...necessary for the performance of a task carried out in the public interest or in the exercise of official authority...'; and Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine' **Processor** – Berkshire Healthcare NHS Foundation Trust **General Practice Purpose** – GP practices are required to provide data extraction of their **Extraction Service** patients personal confidential information for various purposes to NHS (GPES) England. The objective of this data collection is on an ongoing basis to identify 1. At risk patients patients registered at General Practices who fit within a certain criteria, in data collection order to monitor and either provide direct care, or prevent serious harm to Version 3 those patients. Below is a list of the purposes for the data extraction, by using 2. CVDPREVENT the link you can find out the detail behind each data extraction and how your Audit information will be used to inform this essential work: 3. Physical Health Checks for 1. At risk patients including severely clinically vulnerable people with Severe Mental Illness 2. NHS England has directed NHS England to collect and analyse data in connection with Cardiovascular Disease Prevention Audit 3. GPES Physical Health Checks for people with Severe Mental Illness (PHSMI) data collection. Legal Basis - All GP Practices in England are legally required to share data with NHS England for this purpose under section 259(1)(a) and (5) of the The Health and Social Care Act 2012 Further detailed legal basis can be found in each link.



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	Any objections to this data collection should be made directly to NHS England.
	enquiries@nhsdigital.nhs.uk
	Processor – NHS England
Medication/Prescribing	<b>Purpose:</b> Prescriptions containing personal identifiable and health data will be
	shared with organisations who provide medicines management including chemists/pharmacies, in order to provide patients with essential medication regime management, medicines and or treatment as their health needs dictate. This process is achieved either by face to face contact with the patient
	or electronically. Pharmacists may be employed to review medication, Patients may be referred to pharmacists to assist with diagnosis and care for minor treatment, patients may have specified a nominated pharmacy they may wish their repeat or acute prescriptions to be ordered and sent directly to the pharmacy making a more efficient process. Arrangements can also be made with the pharmacy to deliver care and medication
	Legal Basis –
	<ul> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor – Pharmacy of choice
Professional Training	Purpose – We are a training surgery. Our clinical team are required to be exposed to on the job, clinical experience, as well as continual professional development. On occasion you may be asked if you are happy to be seen by one of our GP registrars, pharmacists or other clinical team to assist with their training as a clinical professional. You may also be asked if you would be happy to have a consultation recorded for training purposes. These recordings will be shared and discussed with training GPs at the surgery, and also with moderators at the RCGP and HEE.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Recordings remain the control of the GP practice and they will delete all recordings from the secure site once they are no longer required.
	Processor – Fourteen Fish & Brookside Group Practice



### Telephony

**Purpose** – The practice use an internet based telephony system that records telephone calls, for their own purpose and to assist with patient consultations. The telephone system has been commissioned to assist with the high volume and management of calls into the surgery, which in turn will enable a better service to patients. We record incoming and outgoing calls.

Our phone system is set to automatically retain calls for 3 years. After this point, the recordings are automatically deleted. The 3 year retention period enables us to download and retain exact and unaltered copies of calls where required for medico-legal purposes.

**Legal Basis** – While there is a robust contract in place with the processor, the surgery has undertaken this service to assist with the direct care of patients in a more efficient way.

- Article 6(1)(e) '...necessary for the performance of a task carried out in the public interest or in the exercise of official authority...'; and
- Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'

## **Provider** – Surgery Connect

# Learning Disability Mortality Programme LeDer

**Purpose:** The Learning Disability Mortality Review (LeDeR) programme was commissioned by NHS England to investigate the death of patients with learning difficulties and Autism to assist with processes to improve the standard and quality of care for people living with a learning disability and Autism. Records of deceased patients who meet with this criteria will be shared with NHS England.

**Legal Basis:** It has approval from the Secretary of State under section 251 of the NHS Act 2006 to process patient identifiable information who fit within a certain criteria.

#### Processor: ICB, NHS England

### **Shared Care Record**

**Purpose:** In order for the practice to have access to a shared record, the Integrated Care Service has commissioned a number of systems including <u>GP connect</u>, which is managed by NHS England, to enable a shared care record, which will assist in patient information to be used for a number of care related services. These may include Population Health Management, Direct Care, and analytics to assist with planning services for the use of the local health population.

Where data is used for secondary uses no personal identifiable data will be used.

Where personal confidential data is used for Research explicit consent will be required.

#### Legal Basis -

• Article 6(1)(e) '...necessary for the performance of a task carried out in the public interest or in the exercise of official authority...'; and







	<ul> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor: NHS England
Local shared care record (Connected Care)	<b>Purpose:</b> Health and Social care services are developing shared systems to share data efficiently and quickly. It is important for anyone treating you to be able to access your shared record so that they have all the information they need to care for you. This will be during your routine appointments and in urgent situations such as going to A&E, calling 111 or going to an Out of hours appointment. It is also quicker for staff to access a shared record than to try to contact other staff by phone or email.
	Only authorised staff can access the systems and the information they see is carefully checked so that it relates to their job. Systems do not share all your data, just data which services have agreed is necessary to include.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	<b>Processor:</b> Frimley Park NHS Foundation Trust & Buckinghamshire Clinical services
Anticoagulation Monitoring	<b>Purpose:</b> Personal Confidential data is shared with LumiraDX in order to provide an anticoagulation clinic to patients who are on anticoagulation medication. This will only affect patients who are within this criteria.
	<ul> <li>Legal Basis –</li> <li>Article 6(1)(e) 'necessary for the performance of a task carried out in the public interest or in the exercise of official authority'; and</li> <li>Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine'</li> </ul>
	Processor: Royal Berkshire NHS Foundation Trust

We keep our Privacy Notice under regular review. This notice was last reviewed in April 2025.



