

How Your Privacy Matters to Stonecot Surgery:

At Stonecot Surgery, we are committed to protecting your privacy and keeping your personal information secure. We maintain confidential medical records in line with the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018 and NHS confidentiality standards. We keep and use your medical information so we can provide you with safe, effective and appropriate healthcare. Your record helps healthcare professionals involved in your care understand your medical history, make informed clinical decisions and ensure you receive the best possible treatment and support.

We may also use your information to monitor and improve the quality of the services we provide. This includes reviewing patient care, carrying out clinical audits, ensuring patient safety, and improving the overall experience of our services.

- We may securely share relevant information from your medical record with other healthcare professionals or organisations directly involved in your care. For example, your GP may share information when referring you to a hospital specialist, arranging community services, or sending your prescription electronically to your nominated pharmacy.
- Further information about how patient information is shared across local NHS services are available here: <https://www.southwestlondon.icb.nhs.uk/privacy/>
- Healthcare professionals working in urgent care services, NHS 111, out-of-hours services, and Accident & Emergency departments may also have access to important parts of your medical record through the NHS Summary Care Record. This helps clinicians provide safe treatment in emergencies, particularly if you are unable to communicate important information such as allergies or current medications: More information about the NHS Summary Care Record can be found here: <https://digital.nhs.uk/summary-care-records>
- You have the right to ask about how your information is used and shared. You may also request that inaccurate information is corrected. In some circumstances, you can object to information sharing for your direct care. Please contact the practice if you would like to discuss your preferences or concerns.
- You have the right to object to information being shared for your own care. Please speak to the practice if you wish to object. You also have the right to have any mistakes or errors corrected.

Other important information:

Registering for NHS care

All patients receiving NHS care are registered on a national NHS database. This database contains basic demographic information such as:

- Name
- Address
- Date of birth
- NHS number

It does not contain details about your medical treatment or care.

The database is managed by NHS Digital, which has legal responsibilities for collecting and managing NHS information.

More information is available at: <https://digital.nhs.uk>

General enquiries: 0300 303 5678

NHS Digital

NHS Digital collects information from health and social care services across England to help the NHS monitor performance, plan services, improve patient care, and support healthcare research.

Stonecot Surgery is legally required to provide certain information to NHS Digital when instructed under health legislation, including the Health and Social Care Act 2012.

Further information about how NHS Digital uses patient information can be found here:

<https://digital.nhs.uk/home>

Care Quality Commission (CQC)

Care Quality Commission regulates health and social care services to ensure safe, effective, and high-quality care.

Healthcare providers are legally required to report certain serious incidents and safety concerns to the CQC.

More information is available at: <http://www.cqc.org.uk/>

Safeguarding

In limited circumstances, we may need to share information to protect children, vulnerable adults, or others who may be at risk of harm.

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This is known as safeguarding and may involve sharing information with healthcare professionals, social services, safeguarding teams, or the police where appropriate.

Where safeguarding concerns exist, consent is not always required if sharing information is necessary to protect someone from serious harm.

Identifying Patients Who May Benefit from Additional Support

We may use secure NHS-approved computer systems to identify patients who could benefit from additional support or preventative care. For example, patients at higher risk of:

- Heart disease
- Diabetes complications
- Unplanned hospital admissions

This allows us to offer earlier intervention, monitoring, and support to improve health outcomes.

Only authorised healthcare professionals within the practice can access identifiable information for this purpose.

Further information about risk stratification is available here:

<https://www.southwestlondon.icb.nhs.uk/publications/privacy-notice-risk-stratification/>

Public Health

The law requires healthcare organisations to share certain information for public health purposes, including preventing the spread of infectious diseases and protecting the health of the population.

This information may be shared with organisations such as the UK Health Security Agency and local public health teams.

More information is available at:

<https://www.gov.uk/guidance/notifiable-diseases-and-causative-organisms-how-to-report>

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National screening programmes

The NHS runs national screening programmes to help detect diseases early and improve outcomes. These programmes include screening for:

- Breast cancer
- Cervical cancer
- Bowel cancer
- Abdominal aortic aneurysm
- Diabetic eye disease

Your contact information may be shared so you can be invited to appropriate screening programmes.

Further information is available here:

<https://www.gov.uk/topic/population-screening-programmes> or speak to the practice

Information About How We Process Your Data

We are required by law to provide you with the following information about how we handle your information.

Data Controller – Stonecot Surgery

Contact Details	Stonecot Surgery, 115- 117 Epsom Road, SM3 9EY, Morden 0208 8644 5187
Data Protection Officer Contact Details	Laura Watson, GP Data Protection Officer South West London Integrated Care System Email: swl.gpdpo@swlondon.nhs.uk
Purpose Of Processing Your Information	We process patient information in order to: <ul style="list-style-type: none">• Provide direct healthcare and treatment• Coordinate referrals and ongoing care• Maintain accurate medical records• Monitor and improve the quality and safety of services• Meet our legal and regulatory obligations

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<p>Lawful Basis For Processing</p>	<p>We process personal information under the UK GDPR and Data Protection Act 2018, including:</p> <ul style="list-style-type: none"> • Article 6(1)(e): Processing necessary for tasks carried out in the public interest • Article 6(1)(c): Processing necessary to comply with legal obligations • Article 9(2)(h): Processing necessary for healthcare, medical diagnosis, and health service management <p>Healthcare professionals are also bound by the common law duty of confidentiality.</p>
<p>Who We May Share Information With</p>	<p>The data will be shared with:</p> <ul style="list-style-type: none"> • Healthcare professionals and staff in this surgery; • Local hospitals. • Out of hours services. • Diagnostic and treatment centres. • Other organisations involved in the provision of direct care to individual patients. • The data will be shared with NHS Digital. • The data will be shared with the Care Quality Commission. • The data will be shared with our local health protection team or Public Health England. • The data will be shared with the court if ordered.
<p>Your Rights</p>	<p>You have the right to object to information being shared between those who are providing you with direct care.</p> <ul style="list-style-type: none"> • This may affect the care you receive – please speak to the practice. • You are <u>not</u> able to object to your name, address and other demographic information being sent to NHS Digital. • This is necessary if you wish to be registered to receive NHS care. • You are not able to object when information is legitimately shared for safeguarding reasons. • In appropriate circumstances it is a legal and professional requirement to share information for safeguarding reasons. This is to protect people from harm. • The information will be shared with the local safeguarding service MASH Team 12th Floor, Merton Civic Centre, London Road, Morden, SM4 5DX

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	<p>There are very limited rights to object when the law requires information to be shared but government policy allows some rights of objection as set out below.</p> <p>NHS Digital</p> <ul style="list-style-type: none">• You have the right to object to information being shared with NHS Digital for reasons other than your own direct care.• This means you will not be able to object to your data being shared with NHS Digital when it is legally required under the Health and Social Care Act 2012.• The national data opt-out model will soon be launched which provides you with an easy way of opting-out of identifiable data being used for health service planning and research purposes, including when it is shared by NHS Digital for these reasons. To opt-out or to find out more about your opt-out choices please go to NHS Digital’s website: https://digital.nhs.uk/services/national-data-opt-out-programme <p>Public health</p> <ul style="list-style-type: none">• Legally information must be shared under public health legislation. This means that you are unable to object. <p>National screening programmes</p> <ul style="list-style-type: none">• You can opt so that you no longer receive an invitation to a screening programme. See: https://www.gov.uk/government/publications/opting-out-of-the-nhs-population-screening-programmes <p>Or speak to your practice.</p> <p>Care Quality Commission</p> <ul style="list-style-type: none">• Legally information must be shared when the Care Quality Commission needs it for their regulatory functions. This means that you are unable to object. <p>Court order</p> <ul style="list-style-type: none">• Your information must be shared if it ordered by a court. This means that you are unable to object.
Right to access and correct	<p>You have the right to access your medical record and have any errors or mistakes corrected. Please speak to a member of staff or look at our ‘subject access request’ policy on the practice website.</p> <p>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</p>

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	purpose for which we hold the information and contact us if you hold a different view.
Retention period	GP medical records are retained in accordance with NHS Records Management guidance and legal requirements. Further information is available here: https://digital.nhs.uk/data-and-information/looking-after-information/data-security-and-information-governance/codes-of-practice-for-handling-information-in-health-and-care/a-guide-to-confidentiality-in-health-and-social-care
Right to complain	If you have concerns about how your information has been used, please contact the practice in the first instance so we can try to resolve the issue promptly. You also have the right to complain to the Information Commissioner's Office (ICO): https://ico.org.uk/global/contact-us/ ICO Helpline: 0303 123 1113
Information Received from Other Organisations	We may receive information about your health and treatment from other healthcare organisations involved in your care, including hospitals, community services, and specialist clinics. This ensures your GP medical record remains accurate and up to date so we can continue to provide safe and coordinated care.