

Privacy Notice for Children

This privacy notice explains why your Doctor's Surgery collects information about you, how we keep it safe and private, how we may use that information and how we meet the legal requirements for General Data Protection Regulation (GDPR for short).

What is GDPR?

The GDPR is a new document that helps your Doctor's surgery keep information about you safe. This was introduced on the 25th May 2018 and makes sure that your doctor, nurse and all the other staff of the surgery follow the rules in keeping your information private and secure.

Why do we collect information about you?

Doctors and nurses have to keep a record about your health and any treatment that we give you. This is called your "GP record" and helps us to look after you and to make you better when you are not so well.

What do we record?

We keep a record of every time that you see someone at the surgery, as well as times that you have been seen somewhere else such in the Accident and Emergency details of a hospital.

We keep a record of:

- Your name, address and information about those looking after you such as your mum and dad
- Your home telephone number and mobile (if you have one) and your email address if you want us to
- Details of the times that you saw a doctor or nurse, here at the surgery and at other places
- Any tests that you have had (such as an x-ray)

How we keep your information safe and private

Your GP record is kept on a very secure computer system. Only doctors, nurses and receptionists that we give permission to can look at your information.

If you have a mobile phone or an email address registered with us then we will only use that to contact you when it's regarding medical issues such as reminding you about an appointment that you might have to see your doctor at the surgery. If you don't want us to text you anything at all then you just need to tell us and we will make sure that doesn't happen. Unless we have your consent we won't use your email address to tell you about other things happening at the surgery.

All of your information is very private and we won't tell anyone else about it unless they are also looking after you and trying to get you better, and only if they really need to know about it. So, the doctors, nurses and receptionists can look at your GP record if they need to but if they do they are not allowed to tell anyone else about it. If the doctors or nurses need to send you to see someone else at the hospital we will then need to give that doctor or nurse information about you and what is making you feel unwell.

If you're ill and that illness could be spread to all your friends and classmates then we might need to let the right people know so that they can try to make sure that no-one else catches that illness.

Sometimes we have to tell other people if we are worried that you, or someone else in your family, could be in danger. Whenever we can we would always tell you if we were going to tell sometimes else about you and your GP record.

Some other medical places such as the hospital or other doctors or nurses that you might see when the surgery is closed can look at your GP record, but only if you (or your mum or dad) agree first. The information in your GP record could be very helpful to them when they are trying to make you better. You don't have to say yes if they ask you, and you can ask the surgery not to allow anyone else to be even able to look at your GP record.

How do I access my GP record?

Under GDPR if you want to see what is written about you, you have the right to access this but will need to complete a Subject Access Request form (SAR). If you are under 12 your parents or adults with parental responsibility will need to do this on your behalf. If you are over 12 you may be classed as being competent and able to do this yourself.

Any Questions?

If you have any questions then please do ask someone at the surgery. The Data Protection Officer for Ashburton Surgery is Bex Lovewell.

If you, your parents or someone with parental responsibility have any concerns or are unhappy about our data processing procedures you can obtain further advice by visiting ico.org.uk