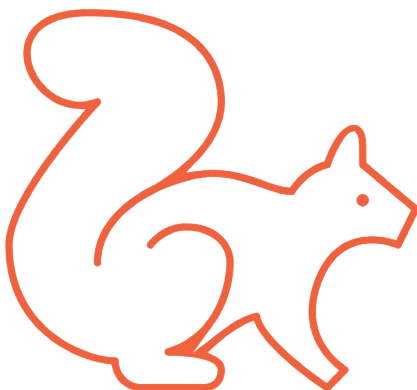


# Privacy Notice for Young People



Southport  
& Formby  
Health



## What is a privacy notice?

A privacy notice is a document which helps your doctor's surgery tell you how it uses information (also known as personal data) it has about you, such as your name, address, date of birth and all the notes the doctor or nurse make about you when you come to see us. It also tells you how we make sure your information is kept safe.



## Why do we need one?

We want to make sure your personal data is safe and looked after, and that everybody at the Practice is following the laws which keep your information secure. These laws are called the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018 (DPA 2018).

## What is personal data?

Personal data is any information about who you are or what you do. This can be your name, where you live, your favourite game, passwords or even your health/medical records.



## Your Health Records

The Information Commissioner's Office (ICO) helps protect everybody's data in the UK. [See their website](#)

Once you're 13, they think you are old enough to look after your own Health Records.

Health records are all the information your doctor, nurse or hospital might keep about you to make sure they take the best care of you.



## Why are we telling you this?

The law tells us that we need let you know what information we keep about you, and why. We only collect information we need to help us keep you healthy, such as;

- Your Name
- Your date of birth
- Your address
- The name of the person who will generally bring you to your appointments
- Your Family Doctor (otherwise known as a GP)
- Reasons you have come to see us
- Medical test results
- Any other information that your doctor, you or your family gives us
- What we do to care for you



## Sharing your information

Your Doctor's Surgery knows that it is very important to protect the information we have about you. However sometime we may need to share it, with hospitals or other people who help care for your health and well being.

If you tell us something that makes us worried about your safety or the safety of someone else you know, we might have to share this with other people outside of the hospital too - even if you don't want us to. This is part of our job to keep you and others safe.



## Can I see information you collect about me?

Yes! If you want to.

You or your family can ask by ringing your Doctors Surgery on the telephone, in writing or when you come in. This is called a 'Subject Access Request'. It may take some time though, up to 30 days, to get all of it together for you.



## Keeping your information safe

It's very important to protect the information we have about you.

We make sure we follow the rules that are written in the General Data Protection Regulations (GDPR ) and other important rule books.

If you think anything in your information isn't correct, please let your doctor's surgery know as soon as possible.

If you still need more help then you can speak to our Data Protection Officer,

Sharon Forrester-Wild by

email: [dpo.healthcare@nhs.net](mailto:dpo.healthcare@nhs.net)

phone: 01270 275217



## Not happy with how we've used your data?

We really want to make sure you're happy, but we understand that sometimes things can go wrong. If you, your parents or guardians would like to complain about our data processing methods, you can contact:

Information Commissioner  
Wycliffe house  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

website: [ico.org.uk](https://ico.org.uk)



We are required to store your information in an identifiable form for as long as is necessary under special rules that are set out by NHS England; this is called NHS Records Management Code of Practice.



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