

# **GRAND DRIVE SURGERY**

## **Fair Processing Notice**

Our GP practice keeps records about your health and the care you receive. They may include:

- basic details about you, such as address and next of kin;
- contacts we have had with you, such as GP appointments and clinic visits;
- reports about your health and any treatment or care you need ;
- details and records about the treatment and care you receive;
- results of investigations, such as X-rays and laboratory tests;
- relevant information from other health professionals, relatives or carers.

To ensure you receive the best possible care, we may contact you to invite you to participate in health improvement programmes, for example the NHS Health Check, a cardiovascular disease prevention programme for people aged 40-74 not previously diagnosed with cardiovascular disease.

We may invite you for an appointment using a data processor who works entirely under our direction. Nobody outside the healthcare team in the practice will see confidential information about you during the invitation process.

We maintain our legal duty of confidentiality to you at all times. We will only ever use or pass on information about you if others involved in your care have a genuine need for it. We will not disclose your information to third parties without your permission unless there are exceptional circumstances, such as when the health or safety of others is at risk or where the law requires information to be passed on.

You have a right under the GDPR 2018 Act to find out what information we hold about you. This is known as 'the right of subject access'. If you would like to make a subject access request, please do so in writing to the practice manager. If you would like to know more about how we use your information, or if you do not want us to use your information in this way, please contact the practice manager, Barbara Young.