Fernlea Drive, Woosehill, Wokingham, RG41 3DR

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

| Activity | Rationale |
|-------------------------|---|
| Commissioning and | Purpose – Anonymous data is used by the CCG for planning, |
| contractual purposes | performance and commissioning purposes, as directed in the practices |
| Invoice Validation | contract, to provide services as a public authority. |
| Planning | contract, to provide services as a public authority. |
| Quality and Performance | Legal Basis – UK GDPR 6 1(b) Contractual obligation as set out in the Health and Social Care Act for Quality and Safety 2015 |
| | Processor – Berkshire, Oxford & Buckinghamshire ICB |
| Summary Care Record | Purpose –The NHS in England uses a national electronic record |
| | called the Summary Care Record (SCR) to support patient care. It |
| Including additional | contains key information from your GP record. Your SCR provides |
| information | 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. |
| | Legal Basis – Direct Care under UK GDPR : |
| | 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 |
| | The relevant COPI notice states that its purpose: "is to require organisations to process confidential patient information for the purposes set out in Regulation 3(1) of COPI to support the Secretary of State's response to Covid-19 (Covid-19 Purpose). "Processing" for these purposes is defined in Regulation 3(2) and includes dissemination of confidential patient information to persons and organisations permitted to process confidential patient information under Regulation 3(3) of COPI." |
| | Full details of the Summary Care Record supplementary privacy notice can be found here |
| | Patients have the right to opt out of having their information shared with the SCR by completion of the form which can be downloaded here and returned to the practice. Please note that by 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 and NHS Digital |

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|---|---|
| Research | Purpose – We may share anonymous 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 need to be |
| | sought. |
| | Where you have opted out of having your identifiable information shared for this Planning or Research your information will not be shared. |
| | Legal Basis – consent is not required to share anonymous data that does not identify a patient. |
| | 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 |
| | Processor – NHS Digital |
| Individual Funding Requests | Purpose – 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 in order 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. |
| | Legal Basis – Under UK GDPR Article 6 1(a) consent is required Article 9 2 (h) health data |
| | Data processor – Berkshire, Oxford & Buckinghamshire ICB |
| Safeguarding Adults | Purpose – We will share personal confidential information with the |
| Saleguarumg Adults | safeguarding team where there is a need to assess and evaluate any safeguarding concerns. |
| | Logal Pacie in come case consent will be required atherwise |
| | Legal Basis – in some case consent will be required otherwise |
| | 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 Processor – Wokingham Borough Council Adult Social Care |
| | |

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Safeguarding Children

Purpose – We will share children's personal information where there is a need to assess and evaluate any safeguarding concerns.

Legal Basis - in some case consent will be required otherwise

- 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 Processor – Wokingham Borough Council Children's Social Care

Risk Stratification – Preventative Care

Purpose - '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

Legal Basis

UK GDPR Art. 6(1) (e) and Art.9 (2) (h). The use of identifiable data by CCGs and GPs for risk stratification has been approved by the Secretary of State, through the Confidentiality Advisory Group of the Health Research Authority (approval reference (CAG 7-04)(a)/2013)) and this approval has been extended to the end of September 2022 NHS England Risk Stratification which gives us a statutory legal basis under Section 251 of the NHS Act 2006 to process data for risk stratification purposes which sets aside the duty of confidentiality. We are committed to conducting risk stratification effectively, in ways that are consistent with the laws that protect your confidentiality.

Processors – Berkshire Diabetic Eye Screening (In House Intelligence) National Diabetes Prevention - NHS Digital

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|---|---|
| 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. The law allows us to share your contact information with Public Health England so that you can be 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 Legal Basis - Article 6(1)(e); "necessary in the exercise of official |
| | authority vested in the controller' And Article 9(2)(h) Health data as stated below Data Processors – Wokingham Borough Council – Berkshire West ICB |
| Vaccination Programmes | Public Health. Patients may not opt out of having their personal information shared for Public 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 NHS Trusts Community Providers Pharmacies Enhanced care providers | Purpose – Personal information is shared with other secondary care trusts and providers in order to provide you with direct care services. This could be hospitals or community providers for a range of services, including treatment, operations, physio, and community nursing, ambulance service. |
| Nursing Homes Other Care Providers | Legal Basis - The processing of personal data in the delivery of direct care and for providers' administrative purposes in this surgery and in support of direct care elsewhere is supported under the following Article 6 1 (e) direct care and 9 2 (h) to provide health or social care: In some cases patients may be required to consent to having their record opened by the third party provider before patients information is accessed. Where there is an overidding need to access the GP record in order to provide patients with life saving care, their consent will not be required. |
| | Processors – Royal Berkshire NHS Foundation Trust Frimley Health NHS Foundation Trust Westcall Out of Hours Graphnet Connected Care Reading Urgent Care, Bwell MSK Physiotherapy |

| | Burnage The COC is the granulator for the Francisch Health and Casiel |
|------------------------------|---|
| Care Quality Commission | Purpose – The CQC is the regulator for the English Health and Social |
| | Care 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 GDPR) and their privacy statement is available on our |
| | website: https://www.cqc.org.uk/about-us/our-policies/privacy- |
| | statement |
| | <u>statement</u> |
| | Legal Basis – |
| | Article 6(1)(c) 'processing is necessary for compliance with a |
| | legal obligation to which the controller is subject.' And |
| | Article 9(2) (h) 'necessary for the purposes of preventative or |
| | 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: |
| Wanagement | 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 |
| | 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. |
| | (NB this links to the Risk Stratification activity identified above) |
| | Type of Data – Identifiable/Pseudonymised/Anonymised/Aggregate |
| | Data. NB only organisations that provide your care will see your |
| | identifiable data. |
| | 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 - Berkshire, Oxford & Buckinghamshire ICB, Optum, |
| | Cerner |
| Payments, Invoice validation | 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 |
| | |

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| | 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. |
| | 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' |
| Patient Record data base | Data Processors – NHS England, ICB, Public Health 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 – 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 – EMIS, Docman and PCSE |
| Medical reports Subject Access Requests | Purpose – Your medical record may be shared in order that: |
| | Solicitors/persons acting on your behalf can conduct certain actions as instructed by you. |
| | Insurance companies seeking a medical report where you have applied for services offered by then can have a copy to your medical history for a specific purpose. |
| | Legal Basis – Article 6(1)(a) – consent for personal data; and Article 9(2)(a) – explicit consent for special-category data. |
| | Processor – Solicitors and insurance organisations (iGDPR) |

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|---|--|
| Medicines Optimisation | Purpose – Your anonymous aggregated information will be shared in order to optimise medication. This will enable your GP to provide a more efficient medication regime for your personal care. Some of the anonymous information may be used nationally to drive wider understanding of the medication is used. |
| | 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, Oxford & Buckinghamshire ICB |
| Medicines Management Team | Purpose – your medical record is shared with the medicines |
| | management team, in order that your medication can be kept up to date and any changes can be implemented. |
| | 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, Oxford & Buckinghamshire ICB |
| GP Federation End of life & Palliative Care Point of Care across Berkshire Out of Hours | Purpose – Your medical record will be shared with the Reading Urgent Care Care Alliance, Bwell MSK Physiotherapy Service, and BOB Out of Hours 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 |
| | 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 – Reading Urgent Care Bwell MSK Physiotherapy Service |
| | BOB Out of Hours |
| Primary Care Network PCN | Purpose – Your medical record will be shared with New Wokingham Road Surgery in order that they can provide direct care services to the patient population. |
| | 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' |

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| | Processor –New Wokingham Road Surgery and Woosehill Medical Centre |
| Smoking cessation | Purpose – 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 – 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 – N/A |
| Social Prescribers | Purpose – Access to medical records is provided to social prescribers to undertake a full service to patients dependent on their social care needs. |
| | Only those patients who wish to be party to this service will have their data shared |
| | 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, Oxford & Buckinghamshire ICB |
| 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. In some cases consent may be required. |
| | in some cases consent may be required. |
| | Legal Basis – UK GDPR Article 6(1)(c) – to comply with a legal obligation; and Article 9(2)(j) – 'for reasons of substantial public interest' |
| | Processor – Police Constabulary |
| | |

| Coroner | Durnace December to a second or information relating to a |
|----------------------------|---|
| Coroner | Purpose — Personal health records or information relating to a |
| | deceased patient may be shared with the coroner. |
| | Legal Basis – UK GDPR |
| | |
| | Article 6(1)(c) – to comply with a legal obligation; and A title 9(2)(h) — (foresteen facilities and a second of the secon |
| | Article 9(2)(h) – "necessary for the purposes of preventative or, |
| | occupational medicine' |
| | |
| | Processor – The Coroner |
| Medical Examiner Service | 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" |
| | |
| | Processor – Medical Examiners service – Berkshire, Oxford & |
| | Buckinghamshire ICB |
| Non-commissioned, private | Purpose – Personal information shared with private health care |
| healthcare providers (e.g. | providers in order to deliver direct care to patients at the patient's |
| BUPA, Virgin Care, etc.) | request. Consent from the patient will be required to share data with |
| | Private Providers. |
| | |
| | Legal Basis – Articles 6(1)(a) and 9(2)(a) consent by the patient given |
| | under |
| | contract to the provider. |
| | |
| | Provider – N/A |
| Messaging Service | 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. |
| | Level Posts |
| | 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' |
| | But the Aug DV AUGADD Footfall |
| | Provider - AccuRX - NHSAPP, Footfall |

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| Remote consultation | |
|--------------------------------|--|
| Including – Video Consultation | |
| Clinical photography | |

Purpose – Personal information including images may be processed, stored and with the patients consent shared, in order to provide the patient with urgent medical advice.

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 – 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 – MS Teams

General Practice Extraction Service (GPES)

- At risk patients data collection Version 3
- 2. CVDPREVENT Audit
- 3. Physical Health Checks for people with Severe Mental Illness

National Obesity Audit

Purpose – GP practices are required to provide data extraction of their patients personal confidential information for various purposes to NHS Digital. The objective of this data collection is on an ongoing basis to identify patients registered at General Practices who fit within a certain criteria, in order to monitor and either provide direct care, or prevent serious harm to those patients. Below is a list of the purposes for the data extraction, by using the link you can find out the detail behind each data extraction and how your information will be used to inform this essential work:

- 1. At risk patients including severely clinically vulnerable
- 2. NHS England has directed NHS Digital 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.
- 4. National Obesity Audit NHS Digital

| | Legal Basis - All GP Practices in England are legally required to share data with NHS Digital for this purpose under section 259(1)(a) and (5) of The Health and Social Care Act 2012 |
|--------------------------|---|
| | Further detailed legal basis can be found in each link. |
| | Any objections to this data collection should be made directly to NHS Digital. enquiries@nhsdigital.nhs.uk |
| | Processor – NHS England |
| Medication/Prescribing | Purpose: Prescriptions containing personal identifiable and health data will be shared with organisations who provide medicines management includingchemists/pharmacies, in order to provide patients with essential medicationregime 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 — • 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 – Pharmacy of choice |
| 4. 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. |
| | • 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' Recordings remain the control of the GP practice and they will delete all. |
| | 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 – Blue stream Academy, RCGP, eLH. Clarity Teamnet |
|---|---|
| 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. |
| | 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 GP connect which is managed by NHS Digital, 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 Article 9(2)(h) 'necessary for the purposes of preventative or occupational medicine' |

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| -,,, | |
|----------------------------|---|
| | Processor: NHS England |
| Anticoagulation Monitoring | Purpose: 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. 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 : LumiraDX - Royal Berkshire NHS Foundation Trust |

We will keep our Privacy Notice under regular review. This notice was last reviewed on 30-04.2024.