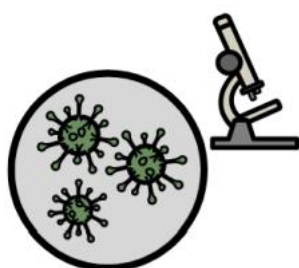


HIOW Saliva Testing - Easy Read PRIVACY NOTICE



Please read below our Privacy Notice that explains how your data will be collected, stored, used, and destroyed in accordance with Data Protection Legislations. It also explains how your data will be protected and your rights to accessing your data.



Hampshire and Isle of Wight Saliva Testing Programme consist of different organisations which may process your personal information. *Each organisation will require a different level of information about you but will only use the minimum necessary to deliver their part of the programme.*



The organisations taking part are.

- *The NHS (including University Hospital Southampton NHS Foundation Trust, Southampton Primary Care Limited, Southampton City Clinical Commissioning Group)*
- *NHS Test and Trace and the local Health Protection Team*
- *Southampton City Council*
- *Public Health England (PHE)*

What personal data is being collected?

Participants are categorised into Students, Staff, and Residents, the personal information we collect depends on the category of participants.

We collect the following:



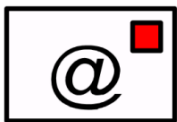
- First and last name



- Home address (if applicable)



- Mobile phone number



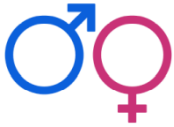
- Email

123

- Unique Pupil Number (UPN) (if applicable)



- Date of Birth



- Gender

123

- Payroll or personnel number (if applicable)



- Name of employing organisation (if applicable)



- Address of Residence (if applicable)



- Name of parent or guardian (if applicable)



- Name of school (if applicable)

Lawful Basis for the use of your personal data



We request and process your personal data under the following lawful basis

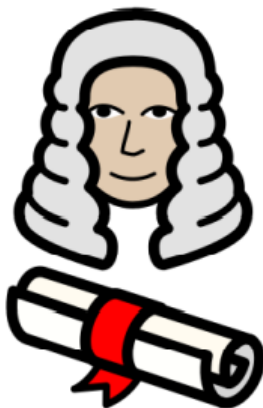
- Article 6(1)(e) - processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

Special category of data of which, health, fall within its scope are processed under the following articles:



- Article 9(2)(h) - Health or social care
- Article 9(2)(i) - Public Health

Both rely on the following basis in law:



- Data Protection Act 2018 - Schedule 1, Part 1, (2) (2) (f) - health or social care purposes/Public Health
- Regulations 3(1) and (4) of the Health Service (Control of Patient Information) Regulations 2002 (COPI) - the processing is necessary for a COVID-19 purpose
- Section 251 of the National Health Service Act 2006 (Regulation 3)

How will my personal data be used?



Your personal data will be used for the limited purpose of the saliva testing programme and the legal obligation imposed on the programme to report positive cases to the NHS and to Public Health England for sequencing to identify variants of concern, as required under Section 251 of the National Health Service Act 2006 (Regulation 3)

For **positive** results the following will be notified where applicable:



- Nominated senior leadership within setting/school/organisation.
- NHS Test and Trace (statutory requirement)



- Public Health England (PHE) (statutory requirement), all positive tests will be shared with PHE for the provision of SARS-CoV-2 genotyping and sequencing

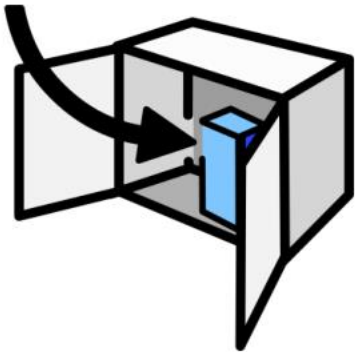


- SMS message to individual
- SMS message to parent/guardian (if applicable)

How long will your personal data be kept?



The information processed by the NHS is kept for as long as it is required to provide you with direct care and to support NHS initiatives to fight COVID-19.



Information held for direct care purposes are stored in line with the [Records Management Code of Practice for Health and Social Care 2021](#) which stipulates that information will be held for up to 8 years before it is deleted.



Any personal data gathered as part of this Programme which is no longer required to provide direct care will be deleted at the end of the Programme.

Your rights

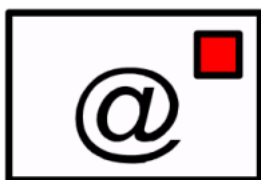
Under Data Protection Legislation, you have rights that include but not limited to the following:



- Right to be informed about what data we held about you
- Right to access the data held about you
- Right to have the data held about you edited or updated where it is inaccurate or incomplete
- Right to request that data held about you be erased
- Right to request that the use of your data be restricted
- Right to object to the use of your data



Further information about your data protection rights can be found on the [Information Commissioner's website](#)



Should you wish to exercise any of your rights please contact the Data Protection Team on DataProtection@uhs.nhs.uk

Complaints Procedure



If you wish to know more details on how we use your personal; data, or raise a complaint please [contact the customer services team](#) or the Data Protection Team on Dataprotection@uhs.nhs.uk



Should you remain dissatisfied on how we handle your personal data you may escalate your concerns to the [Information Commissioner's Office \(ICO\)](#).