

Privacy Notice

Please read this privacy notice carefully to understand how we collect, use and store your personal data.

How do we obtain your personal data?

We will only have personal details that you provide to us, plus any data that is generated during the delivery of our services.

What data we collect.

Personal Data	Sensitive personal Data:	Monitoring Data
<ul style="list-style-type: none">- Name- Address- Date of Birth- Contact numbers- Emergency contact- Email address- GP name & Surgery- Consent- User name/number	<ul style="list-style-type: none">- Ethnicity- Religious affiliation- Gender- Sexual orientation- Physical health conditions- Employment status	<ul style="list-style-type: none">- Service taken up.- Dates: Start, Attendance, Close.- Progress indicators- Case review.

What do we do with your data?

We will use personal data for:

- Creation of a unique personal profile for you so that we can offer you appropriate help- -
- Administration required to operate the services that we provide.
- Monitor and measure improvements in your condition.
- Case review & Treatment history.
- Contract monitoring with service funders.

Legal basis for processing.

The legal basis for us to collect and process your data is that you have given your consent and that it is in our legitimate interest by facilitating the delivery of services to you. You have a right to withdraw consent at any time. If you do it will not affect the lawfulness of any processing for which you had consented before you withdrew it, however it will mean that we could no longer work with you.

Sharing and Keeping your personal data

Your personal data will be kept within the UK and we will only share data with colleagues and other health care service providers involved with your wellbeing. We will not share your data with third parties, unless we are required to do so by law. We keep your data in secure facilities whilst processing, after this period, data is deleted.

Your rights in respect of your personal data

You have legal rights in respect of your data. These are:

The right of access - The right to rectify. - The right of deletion - The right to restrict our processing - The right to data portability - The right to object to automated decision taking.

Should you have concerns or complaints about how we handle your data please contact: admin@mindinwestessex.org.uk, or contact the Information Commissioners Office.