

Privacy Notice (How we use your information)

Infection Prevention and Control Team

The categories of information that we collect, process, hold and share include:

- Personal information
 - Name
 - Age
 - Date of Birth
 - Address
 - GP
 - NHS number
- Characteristics (such as gender, ethnicity and disability)
 - Gender
 - Ethnicity
 - Disability
 - Social Circumstances
 - Health Information

Why we collect and hold this information

We use this personal data in order to:

- Provide you with an effective Infection Prevention and Control service;
- Provide you with the support you need to manage infections;
- Enable us to carry out outbreak management and post infection review investigations;
- Assess the quality of health and social care services;
- Evaluate and improve health and social care performance;
- Derive statistics which inform decisions about future delivery of health and social care services.
- Enable Kirklees Council to meet its legislative duties;
- Prevent the spread of communicable diseases
- Satisfy statutory requirements

The lawful basis on which we use this information

We collect and process information about you under;

- The Health Protection (Local Authority Powers) Regulations 2010
- The Health Protection (Notification) Regulations 2010
- The Health and Social Care Act 2008: code of practice on the prevention and control of infections and related guidance 2010 (updated 2015)
- Health and Safety at Work Act 1974
- Control of Substances Hazardous to Health 2002
- Reporting of Injury, Disease and Dangerous Occurrences Regulations 1995
- Statistics and Registration Services Act 2007

- Mandatory Health Care Associated Infection Surveillance: Data Quality Statement 2017
- Public Health (Control of Disease) Act 1984

Storing this information

We will hold the information about you securely, and for no longer than reasonably necessary. We will hold it for eight years in order to comply with statutory requirements after which it will be securely destroyed.

Who we share this information with

We routinely share this information with:

- Other services within Kirklees Council (Contract Monitoring Unit, Emergency Planning, Health and Safety, Domiciliary Care)
- National government department (Public Health England, Care Quality Commission, Coroner)
- Other partners such as;
 - Private and independent providers who will deliver care such as Home Care
 - Health care agencies (NHS Clinical Commissioning Groups, GP Surgeries, NHS hospitals, Locala)

Why we share this information

We share information with other Kirklees Council services and our partners on a statutory basis, under Health Protection Regulations 2010 and Public Health (Control of Disease) Act 1984. This is in order to;

- enable other services deliver correct and effective treatment,
- Appropriately manage infections
- Prevent the spread of communicable disease
- Identify any lapses in care and promote learning

We do not share personal information about you with anyone else without consent unless the law and our policies allow us to do so.

Further information

If you would like further information about how we manage your data, please see the privacy notice for Kirklees Council at <http://www.kirklees.gov.uk/beta/information-and-data/how-we-use-your-data.aspx>

If you would like further information about this privacy notice, please contact:

Jane O'Donnell (Head of Health Protection) via 01484 221000 or
Jane.O'Donnell@kirklees.gov.uk

If you have any worries or questions about how your personal data is handled, please contact the Data Protection Officer at DPO@kirklees.gov.uk or by ringing 01484 221000.