

## Cambridgeshire Community Services NHS Trust Privacy Notice

**Specialist Services** – Physiotherapy; occupational therapy; community nursing and paediatrics; speech and language; emotional health and wellbeing; dietetics and nutrition.

Cambridgeshire Community Services NHS Trust is committed to providing high quality services. To do this, we need to access, use and sometimes share your information or personal data, which includes sensitive data, known as special category data. This notice tells you what we do with your information and why and how to exercise any rights you have in respect of your data. For more information please visit our website at [Privacy Notice](#)

|                                     |  |                            |   |
|-------------------------------------|--|----------------------------|---|
| Data Controller                     | <b>Cambridgeshire Community Services NHS Trust :<br/>Children and Young People’s Specialist Services</b><br>ICO Registration:- Z2187662  |                            |   |
| Purpose for using data              | Assessment, treatment, advice and recommendations,; holistic health,; education and social care. Complaint handling, government statutory returns, safeguarding, and statutory assessment  |                            |   |
| Personal Data                       | Child/young person’s name, date of birth; NHS number; gender; address and contact details.<br>Parent/Carer name(s) and contact details   | Lawful Basis               | Public task   |
| Special Category data               | Medical information<br>Race and Ethnicity  | Special category condition | Providing health care or treatment or the management of health care systems |
| Third party Source of data          | Local authority; educational and early years settings.<br>Healthcare provider organisations - including GP’s, other primary care providers, acute care providers, including midwifery services and A&E; voluntary sector healthcare providers. Short break and Residential organisations.  |                            |   |
| Sharing with third party and reason | GPs and acute care, including local and neighbouring hospitals, to ensure continuity of care. For all to other organisations, for support of the child/young person’s care and meeting holistic needs.   |                            |   |
| Automated decisions                 | There is no automated decision making.   |                            |   |
| Retention Period                    | Your data will be stored securely and held and destroyed in accordance with our Retention Schedule.  |                            |   |
| Transfer outside UK                 | Your data is not transferred outside the UK.   |                            |   |
| Exercising your rights              | You have rights over the data we hold. You have a right to be informed; of access; and to ask for rectification or erasure and to portability. If you would like to exercise any of these rights, please contact us at <a href="mailto:CCS.accesstoinfo@nhs.net">CCS.accesstoinfo@nhs.net</a> . We will consider every request and if there is any reason we cannot agree to it, we will let you know why and how to appeal this decision. |                            |   |
| Data Protection Officer             | Monty Keuneman<br>If you have any queries or concerns, please contact us at the above address. You can also contact the <a href="#">Information Commissioner’s Office</a> .  |                            |   |