

## Cambridgeshire Community Services NHS Trust Privacy Notice

### Oliver Zangwill Centre

Cambridgeshire Community Services NHS Trust (CCS) 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 raise any concerns or exercise any rights you may have in respect of your data. For more information please visit our website at [Privacy Notice](#)

Data Controller	Cambridgeshire Community Services NHS Trust ICO Registration:- Z2187662		
Purpose for using data	Assessment, advice and recommendations, rehabilitation, service evaluation, education & marketing. Complaint handling, government statutory returns, safeguarding and statutory assessment		
Personal Data	Name; address and contact details; date of birth; NHS number; gender. Address and contact details of next of kin	Lawful Basis	Public task  Legal Obligation
Special Category data	Medical information Race; sexual identity and religious and cultural beliefs.	Special category condition	Providing health care or treatment or the management of health care systems
Third party Source of data	Healthcare provider organisations - including GP's; other primary care & community providers; acute care providers; voluntary sector; employers; benefits agencies; DVLA; healthcare providers and Clinical Commissioning Groups. Independent health & social care providers. Medico legal practitioners.		
Sharing with third party and reason	As above, to ensure seamless care and funding. Local providers of transport (for collection and return from venue). Accommodation & Docky Box (name given only).		
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	Frances Bogie If you have any queries or concerns, please contact us at the above address. You can also contact the Information Commissioner's Office <a href="#">Information Commissioner's Office</a> .		