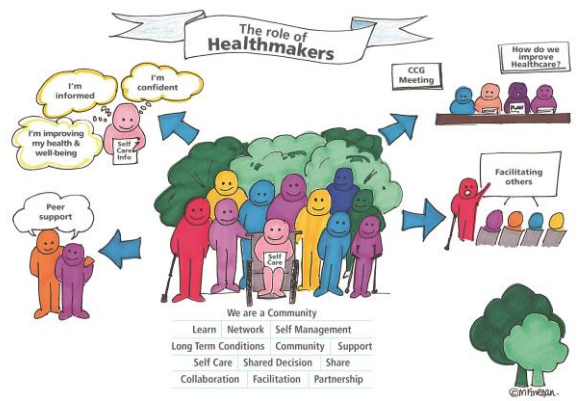


Patient privacy notice



Use of patient information by HealthMakers

When you use our services, we will ask for and record your personal and health information to help us care for you now and in the future.

We may share your information with other organisations to assist with giving you the best care possible, only information that is required and appropriate to support your care and treatment will be provided. To find out more about how we use your information please visit the Berkshire Healthcare website to see our Privacy Notice.

What information is collected by HealthMakers?

HealthMakers collects information about you and the care you receive, including your answers to questionnaires. This enables your progress to be monitored and future care planned. This information may be shared with other health professionals involved in your care, so that you get the best possible care. If you would like to see the information collected about you or find out more about how the information is stored and used locally please speak with the course Facilitators who are running your course.

What information is collected nationally?

Some of this information collected is reported nationally to give a picture of service delivered across the country, to check that quality standards are similar everywhere.

No information that could reveal a patient's identity is used in national reports.

These reports only show summary numbers of, for instance, patients receiving different types of treatments and it is impossible to identify any person.

How is the information used?

The information we collect about our service users helps us to monitor and plan our services to make sure we're providing the right care in the right places. When we use

information in this way, it's always **anonymous**. We might also use your information to help us with clinical audits, research projects and staff training and education. Again, we will always do this anonymously. If you're worried about your information being shared, or if there is something specific you don't want shared, please let us know as soon as possible.

How we keep your information safe?

HealthMakers stores all information safely and securely and sends national reporting information safely to a secure central data storage area. All data collected is subject to the strict rules of confidentiality, laid down by Acts of Parliament, including the General Data Protection Regulation, the Data Protection Act 1998 and, once established as law, the UK Data Bill 2018, the Health and Social Care Act 2001 and the NHS Care Record Guarantee.

Accessing your health records

You have the right to see your Health records by requesting a permanent copy, also known as a subject access request. More details about this can be found on the Information Commissioner's Office (ICO) website or by [visiting our website](#).

You can also speak to your course Facilitators about this or call our admin team on **01344 415947**.

Do you need to use my information?

National reports offer the most benefit when they use information from as many patients as possible, because this creates the most accurate picture of services. If, however, you **do not** want your information included in national analyses, please tell the course Facilitators and they will make sure your information is not used.

Declining will not affect you attending and/or completing the course in any way

How do I stay informed?

Once the course has completed, and to remain a part of the HealthMakers community, we will securely store your information to enable us to keep in touch. If at any time you no longer wish to receive communications from HealthMakers, please email HealthMakers@berkshire.nhs.uk or telephone on **01344 415947**.

Working with



Berkshire Healthcare
NHS Foundation Trust