



# NORTHAMPTONSHIRE PRIMARY CARE TRAINING HUB

Privacy Policy

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11th October 2021

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## Northamptonshire Primary Care Training Hub Privacy Policy

### Our contact details

Name: Northamptonshire Primary Care Training Hub

Address: Huxlow House, St Mary's Hospital, London Road, Kettering, NN15 7PW

E-mail: [enquiries.nth@nhs.net](mailto:enquiries.nth@nhs.net)

Date – 11/10/2021

The type of personal information we collect

We currently collect and process the following information:

- Your Name
- Practice Name
- Job Title
- Email Address
- Social Media Contact details
- Telephone number

### How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- Registration on our Website
- Booking Courses

We use the information that you have given us in order to ensure accurate contact details, identify criteria for joining courses, track training renewal dates

We may share this information with NHS Accreditation organisations and Training Providers.

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

- Your consent.  
You are able to remove your consent at any time. You can do this by contacting [enquiries.nth@nhs.net](mailto:enquiries.nth@nhs.net)
- We have a vital interest.
- We need it to perform a public task.
- We have a legitimate interest.

### How we store your personal information

Your information is securely stored on a secure private cloud

We keep all details for as long as you are employed by an associated PCN covered by the Northamptonshire Primary Care Training Hub. We will then dispose your information by hard deletion from our Private Cloud once we are notified that you have left the PCN's in the Region.

### Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at [enquiries.nth@nhs.net](mailto:enquiries.nth@nhs.net) if you wish to make a request.

## How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at [enquiries.nth@nhs.net](mailto:enquiries.nth@nhs.net)

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>