

Patient and Public Involvement – Privacy Notice

Please read this important information about the use of your information for the purposes of Patient and Public Involvement:

Under the Health and Social Care Act 2012 (14Z2) clinical commissioning groups (CCGs) are required to ensure that patients receiving health and social care services are actively involved in the:

- Planning and commissioning of new services
- Development, proposals and implementation of any changes to existing services; and
- Decisions made by the CCG that could have a positive or negative impact on the care you receive.

If you indicate to us that you wish to be involved in the above public involvement activities we will use the following contact details you provide to share relevant information with you and invite you to participate in any future events or consultation activities:

- Your name
- Your address
- Your contact details including telephone numbers and email addresses
- Details of the types of health and social care services that you are interested in shaping

NHS Norfolk and Waveney CCG is committed to working with our integration partners in the development of health and social care services. From time to time we will therefore share information we receive from our integration partners with you.

We will never:

- × Approach a third party for any additional information about you, without your prior consent
- × Share the personal details we hold about you with a third party, without your prior consent
- × Use your information for any marketing purposes; and/or
- × Use your information to inform your individual direct care

The information you provide will be stored in a single secure electronic database within the confines of the CCG. This database will only be accessible by authorised members of staff within the CCG's Communications Team, who are responsible for the involvement of patients and the public in our commissioning activities.

Under the General Data Protection Regulations and Data Protection Act 2018, you have the right to object to your information being used for any purpose. If you decide at any time that you no longer wish to be involved in the CCG's engagement and consultation activities, you can ask for your details to be removed from our database. You can do this by contacting the Engagement Managers, Rebecca Champion rebecca.champion@nhs.net - 01603 257044 or Oliver Cruickshank oliver.cruickshank@nhs.net - 01603 257077.

Further details regarding the CCG's use of personal information and your information rights can be found on our website.