

Incident Management Privacy Notice

Plain English Explanation

Corporate incidents are unexpected or unplanned events which disrupt normal operations, and potentially cause damage, harm or loss to an organisation – this also includes data security breaches. A data breach is a compromise of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to protected data.

This Integrated Care Board (ICB) holds and processes personal data in relation to ICB reported corporate and data security incidents and takes every measure to ensure that no identifiable personal data is accessed or shared without complying with necessary regulations set out under the Data Protection Act 2018 and the UK General Data Protection Regulations (UK GDPR)..

1) Controller contact details	South East London Integrated Care Board 160 Tooley Street London SE1 2TZ https://www.selondonics.org/icb/
2) Data Protection Officer contact details	ICBDPO@selondonics.nhs.uk
3) Purpose of processing personal data	The ICB is processing personal data for the purpose of investigating all corporate-related incidents to ensure appropriate mitigations and 'lessons learned' for future business activities.
4) Lawfulness Conditions and Special Categories	<p>The lawful justifications for the processing and possible sharing of this data are;-</p> <p><i>Article 6(1)(c) "the processing is necessary for compliance with any legal obligation to which the controller is subject"</i></p> <p>and</p> <p><i>Article 9(2)(h) "processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services"</i></p>
5) Recipient or categories of recipients of the shared data	The data will be shared with providers involved in the incident. Where possible this data will be anonymised prior to sharing.
6) Your Individual Rights	<p>Right to Object</p> <p>You have the right under Article 21 of the UK GDPR to object to your personal information being processed. Please contact the ICB if you wish to object to the processing of your data. You should be aware that this is a right to raise an objection, but this does not mean that the ICB will oblige your wishes in every circumstance.</p> <p>Right to Access and Correct Information</p>

	You have the right to access any personal identifiable data that is being shared and to have any inaccuracies in recorded data corrected.
7) Retention period	The data will be retained for the period as specified in the Records management code of practice and records retention schedule. Records Management Code of Practice - NHS Transformation Directorate . For further information, please contact the Information Governance Team
8) Right to Complain.	<p>NHS SEL ICB is committed to ensuring that your data is managed and processed lawfully and securely, however if you require an further support, please contact the organisation's Data Protection Officer at: ICBDPO@selondonics.nhs.uk</p> <p>If, however, you are not satisfied that your query has been resolved, you have the right to contact the Information Commissioner to lodge a complaint: You have the right to complain to the Information Commissioner's Office. You can contact them at this link: https://ico.org.uk/global/contact-us/ or by calling their helpline on 0303 123 1113 (local rate) or 01625 545 745 (national rate). There are National Offices for Scotland, Northern Ireland and Wales, (see ICO website).</p>