

Privacy Notice for Public Health Services

Sefton Public Health works to help people in Sefton be healthy and happier. To do this we use data and information from a range of sources, including Public Health England, the Office for National Statistics, NHS Digital, Clinical Commissioning Groups and Hospitals, to understand more about the health of our population and commission appropriate services.

What data do we collect?

Sefton Council collects and holds information for public health purposes about:

- residents of Sefton
- people receiving health and care services in Sefton
- people who work or attend school in Sefton

all to whom it has a Public Health duty of Care.

This information includes:

- contact details
- NHS number
- Geographic codes such as postcodes
- Information from birth and death certifications (person identifiable information¹ used for public health purposes)
- Information about the provision of Public Health services including:
 - Immunisations
 - Control of infection and outbreak management
 - Drug and alcohol treatment
 - Sexual health services
 - 0-5 services
 - School nursing
 - National Child Measurement Programme
 - Lifestyle and behaviour change services
 - Screening programmes
 - Public health initiatives
- Information about lifestyle behaviours, including data collected from surveys
- Information about disease prevalence, including cancer registrations
- Information about health and social care use, including:
 - GP services
 - Hospital services
 - NHS community services
 - Mental health services

¹ Person identifiable data relates to a living individual who can be identified from the data or from that data and other data held by the data controller (i.e. it can be linked to become identifiable)

- Social care services

This information may be provided directly from the public when they sign up to use a service we provide. Alternatively, it may be shared with us by another organisation in accordance with the Data Protection Act 2018 principles. This includes organisations such as Public Health England, Office for National Statistics, NHS Digital, national and local NHS bodies and Clinical Commissioning Groups.

Lawful basis

The Council has a legal basis under the General Data Protection Regulation for processing your personal data as the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6 (1) (e)); and

for the processing of special category data where necessary for reasons of public interest in the area of public health, such as protecting against serious cross-border threats to health or ensuring high standards of quality and safety of health care and of medicinal products or medical devices, on the basis of Union or Member State law which provides for suitable and specific measures to safeguard the rights and freedoms of the data subject, in particular professional secrecy (Article 9.2.(i))

How do we use data?

Sefton council uses data about Sefton residents and users of health care in Sefton to enable it to carry out specific functions for which it is responsible, such as:

- Control of infection and outbreak management
- Management of risks to public health
- Organising the National Child Measurement Programme
- Organising the NHS Health Check Programme
- Organising and supporting the 0-5 health service and school nursing services.

The data is also used to derive statistics and intelligence for research and planning purposes, which include:

- Producing assessments of the health and care needs of the population, in particular the:
 - Joint Strategic Needs Assessment
 - Director of Public Health Annual Report
 - Health and Wellbeing Strategy
- Identifying priorities for action
- Informing decisions e.g. on the design of services
- Assessing the performance of local health care services
- Reporting summary statistics to national organisations
- Undertaking equity analysis of trends, particularly for vulnerable groups
- Clinical Audits e.g. deaths from suicide

These statistics are presented in such a way that individuals cannot be identified from them and person identifiable details are removed as soon as possible in the processing of intelligence.

How do we keep data secure and who do we share it with?

Sefton Council is required to comply with the Data Protection Act to ensure information is managed securely and this is reviewed every year as part of our NHS Data Security and Protection Toolkit Assessment.

<https://www.dsptoolkit.nhs.uk>

All data is stored electronically in secure systems within the Council network in line with the NHS Information Governance Framework. These systems are access controlled and only relevant employees have access to them. Where applicable, data access is limited to key professionals who are named on relevant signed data sharing agreements (for example for births and deaths data processing). All staff are regularly trained to understand their duty towards protecting data and good information governance procedures.

Confidential public health data will only be shared with other areas of the NHS, local authorities or care organisation with the permission of the Caldicott Guardian, once the necessary legal basis has been established and data protection safeguards have been verified, so that the data is managed and used under the same restrictions. Anyone who receives information from Sefton Council is also under a legal duty to keep it confidential.

Births and deaths data will only be processed by Sefton Council employees in fulfilment of their public health function and will not be transferred, shared or otherwise made available to any their party, including any organisations processing data on behalf of Sefton Council or in connection with their legal function.

How can I opt out?

You have the right to opt out of Sefton Council receiving or holding your personal identifiable information. There are occasions where service providers will have a legal duty to share information, for example for safeguarding or criminal issues. The process for opting out will depend on what the specific data is and what programme it relates to.

To check whether you can withdraw your consent for data processing please email the Public Health team (Public.health@sefton.gov.uk) with the service and information involved and we will get back to you.

Where can I find further information?

Sefton Council is registered as a Data Controller with the Information Commissioner's Office (Registration number- Z6451588). Further details can be found on the Information Commissioner's Office website <https://ico.org.uk>. The Council's NHS DSPT status can be found at:

<https://www.dsptoolkit.nhs.uk/OrganisationSearch>

Your data rights

[Right to be informed](#)

This Privacy notice is a way of informing you of how your personal data is used under data protection legislation.

Rights of access to personal data

You have the right under data protection legislation to access your personal information.

To make a request for your personal information contact the Access to Files Officers on 0345 140 0845 or use the link on our website:

<https://www.sefton.gov.uk/social-care/access-to-personal-files.aspx>

You also have the right to:

- object to processing of personal data that is likely to cause, or is causing, damage or distress
- prevent processing for the purpose of direct marketing
- object to decisions being taken by automated means
- in certain circumstances, have inaccurate personal data rectified, blocked, erased or destroyed and
- right to data portability in certain circumstances
- The right to lodge a complaint with the supervisory authority (the Information Commissioner's Office)

Further information

If you would like further information about this privacy notice, please contact our Public Health team via email:

Public.Health@sefton.gov.uk

If you have a concern about the way we are collecting or using your personal data, you should raise your concern with us in the first instance. If we have been unable to help with your enquiry or you are unhappy about the way we have handled your personal data, you can contact the Information Commissioner at <https://ico.org.uk/concerns/> who regulates data handling and can provides more information on the rights available to you.

Sefton's Data Protection Officer can be contacted at:

Telephone: 0345 140 0845

email ino.information@sefton.gov.uk

Your right to make a complaint

Details about how you can make a complaint can be accessed via the website

<https://www.sefton.gov.uk/your-council/consultations,-complaints-feedback/childrens-social-care-complaints.aspx>