

Public Health Services Privacy Notice

Our core data protection obligations and commitments are set out in the Council's Corporate Privacy Notice and on our website at [Data Protection – Privacy Notice](#).

This notice provides additional privacy information for individuals who engage with the Public Health Service. Public Health in Tameside became part of Tameside Council, under the Population Health Directorate, when the Public Health duty moved from the NHS to local authorities in April 2013. We work within a strong and formal partnership between the Council and NHS Greater Manchester Integrated Care Board. The aim is to improve the health and wellbeing of people in Tameside and achieve a sustainable health and social care system across Tameside.

Purpose(s)

There are five public health functions we must deliver by law that can involve collection of personal data:

- Helping protect people from the dangers of communicable diseases and environmental threats;
- Organising and paying for (commissioning) sexual health services;
- Providing specialist Public Health advice to primary care services, for example, GPs and community health professionals;
- Organising and paying for (commissioning) height and weight checks for primary school children (National Child Measurement Programme – NCMP);
- Organising and paying for (commissioning) regular health checks.

Additionally we also collect your personal information for the following purpose(s):

- Organising and paying for (commissioning) other public health services that are delivered to local people, for example services that help support people to have a healthier lifestyle (weight loss, smoking cessation etc.), early years services such as health visiting and school nursing, drug and alcohol treatment services, maternity and paternity support (such as breastfeeding peer support advice) and domestic abuse support services;
- Informing what our priorities should be so that we can decide which services we should commission, such as advice and support services on alcohol and drug misuse, help to stop smoking, advice on obesity and diet, promoting physical activity, better nutrition and a healthy lifestyle;
- Measuring health and care needs of the population, planning, evaluating and monitoring health and for protecting and improving Population Health;
- Coordinating initiatives, such as to improve mental health, and the health of children and young people, and raise awareness about health at work and preventing injuries;
- Assessing the performance of local health and care systems and to evaluate and develop them;
- Carrying out research and intelligence activities to tackle the scale of health inequalities found in Tameside;
- Carrying out assessments of the health and care needs of the population and complying with our statutory obligations. For example, the Public Health Annual Report and the Joint Strategic Needs Assessment, use data to help us understand patterns of disease, the outcomes of our residents, and what we can do to improve people health and improve healthy life expectancy.

- Maintaining our own accounts and records in order to support and to monitor how our partner organisations and we are providing our services;
- Logging and responding to any queries or complaints you make about our service.

The data Tameside Public Health uses can be split into two categories, primary and secondary use.

Primary use of data (direct care services)

This is where a service collects and uses information that identifies individual residents and users of public services in Tameside and is known as “personal data”. The Public Health service does not collect personal information directly from individuals aside from the Be Well service, which has its own [Privacy Notice](#).

However, the service providers that we commission and pay for will usually need to collect personal information in order to provide their service. We will usually require those providers to give us data so we can evaluate the service, ensure we achieve value for money, and to plan service improvement. Much of that data will be anonymised (all identifying details are anonymised so an individual cannot be identified), pseudonymised (some details about the individual remain, but identifiable details such as name are replaced with a unique code) or aggregated (data that is grouped together, e.g. by age group, geographical area), which means that individuals are not identifiable, although for certain services individual level data may also be shared as part of reporting requirements set out in law.

Only a limited number of authorised staff have access to personal data where it is appropriate to their role and is strictly on a need-to-know basis. All of our staff receive appropriate and ongoing training to ensure they are aware of their personal responsibilities and have contractual obligations to uphold confidentiality, enforceable through disciplinary procedures.

Secondary use of data

Tameside Public Health also uses data and information as part of the planning, commissioning and monitoring of services, in order to ensure that we meet the needs of people now and in the future, take steps to improve and protect the public’s health and work to reduce inequalities in health.

In secondary use cases, the information is used in such a way that individuals cannot be identified and personal identifiable details are removed as soon as possible in the processing of the data. Sometimes we do need to use information relating to individuals that could allow individuals to be identified. This personal data could include NHS number, date of birth, date of death, and postcode but would not include other direct identifiers such as name or address. When we do this, it is often because we need information where different sources of data need to be linked together and those pieces of individual data allow that link to be made.

Categories of Personal Data

We receive personal data about:

- Residents of Tameside;
- People receiving health and care services in Tameside;
- People who work or attend school in Tameside.

In order to carry out the purposes outlined above we collect and obtain:

- Name (including previous names where applicable);
- Address, including postcode;
- Contact details (including email and telephone number(s)) (as appropriate);

- Unique ID number (e.g. NHS number, unique Pupil Reference Number (UPRN));
- Parental details including name, address and relationship to child;
- Sibling details including name, address and relationship to child;
- Date of birth or death;
- Date of registration (of birth/death/marriage);
- Place of birth/death (including postcode);
- Name of certifier (of birth/death/marriage);
- Name of coroner (of death);
- Birth weight;
- Cause of death;
- Date of A&E attendance/outpatient appointment or admission;
- Investigation, diagnosis, treatment and procedure codes;
- Body Mass Index (BMI);
- Carer support;
- Marital status;
- Eligibility for Free School Meals;
- SEND status;
- English as an Additional Language Status;
- School Attendance Sessions;
- School Suspensions;
- School Exclusions.

Special Category Data

We may also collect special category personal data that may include:

- Racial or ethnic origin;
- Religious or philosophical beliefs;
- Physical and mental Health data (for example, any disabilities/additional needs, illnesses, mental health problems and any support you receive in relation to these physical and mental health factors);
- Sex life or sexual orientation.

Legal Basis for Processing

We collect and use your personal information because:

- It is necessary under GDPR Article 6(1)(e) for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Council, such as our obligations to commission health care services; or
- It is necessary for compliance with a legal obligation or statutory function of the Council under GDPR Article 6(1)(c), such as under the Care Act 2016; or
- You have given your consent under GDPR Article 6(1)(a).

If you fail to provide certain information when requested, we may not be able to provide the service to you or we may be prevented from complying with our legal obligations.

We also collect special category data under:

- GDPR Article 9(2)(b) for reasons of employment, social security and social protection law;
- GDPR Article 9(2)(f) for reasons of establishment, exercise or defence of legal claims;
- GDPR Article 9(2)(h) for purposes of preventative or occupational medicine and provision of health or social care systems or services;
- GDPR Article 9(2)(i) for reasons of public interest in the area of public health;

- GDPR Article 9(2)(j) for reasons of archiving in the public interest, scientific or historical research purposes or statistical purposes;

Exceptionally, information may also be processed and shared if it is necessary to protect individuals, including you, from harm (“Vital interests” – Article 6(1)(d) and Article 9(2)(c)), or because a serious crime has, or may be, committed. Various pieces of legislation set out the circumstances in which organisations are permitted, or required, to do this. These include, but are not limited to, the Crime and Disorder Act 1998 and Children Acts 1989 and 2004.

Where has your personal information come from?

We will obtain your information from:

- Commissioned partners (e.g. a charity or other organisation that we ask to provide services on our behalf) and other voluntary and private sector organisations who assist in delivering our service);
- Safeguarding agencies and partnerships;
- Healthcare partners;
- Greater Manchester Integrated Care Board;
- Care Homes;
- Schools, education providers and specialist teachers;
- Early education and childcare providers, such as nurseries and pre-schools;
- Greater Manchester Police (and other Police forces where appropriate);
- Other Local authorities and Greater Manchester Combined Authority.

Who will we share your information with?

We may collect and share personal information about you with the following types of organisations:

- Other Tameside Metropolitan Borough Council Services;
- Commissioned partners (e.g. a charity or other organisation that we ask to provide services on our behalf) and other voluntary and private sector organisations who assist in delivering our service);
- Healthcare partners;
- Schools, education providers and specialist teachers;
- Early education and childcare providers, such as nurseries and pre-schools;
- Greater Manchester Police (and other Police forces where appropriate);
- Central Government Departments;
- Other National Regulatory Bodies;
- Greater Manchester Combined Authority (GMCA);
- Other Local Authorities.

Most of the information we produce is in the form of anonymous statistics published through our website and in reports and papers to the Health and Wellbeing Board, the governing bodies and performance boards. We never publish information to the general public that could be used to directly identify an individual.

For example, when we publish data where the numbers of people in a given category are small we would usually suppress those numbers or, where possible, combine categories so the numbers are larger.

The Public Health service does not routinely share person-identifiable information with other organisations, although may share anonymised, pseudonymised or aggregated statistical data. We

may in exceptional circumstances, such as an outbreak of a serious infectious disease, need to share personal data (including special category data).

How long we will keep your data for and why?

We will only retain information for as long as it is necessary to provide services to you and/or for as long as required by us in order to comply with statutory retention periods.

Transferring data outside the European Economic Area (EEA)

Your information is not processed outside of the European Economic Area.

Your rights

Information about exercising your rights can be found on the council's website [Exercising Your Individual Rights](#).

NHS Data Opt-out

The NHS National Data Opt-out Programme gives you the right to opt out of your confidential patient information being used for reasons other than your individual care and treatment and as such the opt-out applies to our secondary use of data. We may have to share your personal information when commissioning services from providers to ensure that we commission the right care and support for you but we will only share what is required for that purpose.

The choice will apply to the health and care system in England. [You can opt out by making your choice here](#)

If you choose to stop your confidential patient information being used for research and planning, your data might still be used in some situations such as:

- When required by law – if there's a legal requirement to provide it, such as a court order.
- When you have given consent - if you have given your consent, such as for a medical research study.
- When there is an overriding public interest - in an emergency or in a situation when the safety of others is most important. For example, to help manage contagious diseases like meningitis and stop them spreading.
- When information that can identify you is removed - information about your health care or treatment might still be used in research and planning if the information that can identify you is removed first.
- When there is a specific exclusion - your confidential patient information can still be used in a small number of situations. For example, for official national statistics like a population census.

If you are unhappy with any aspect of how your information has been collected and/or used, you can make a complaint to the Data Protection Officer.

Security

We use appropriate technical, organisational and administrative security measures to protect any information we hold in our records from loss, misuse, and unauthorised access, disclosure, alteration

and destruction. We have written procedures and policies, which are regularly audited, and the audits are reviewed at senior level.

Data Protection Officer

If you have any questions or concerns about how we use your personal information, please contact the Data Protection Officer at information.governance@tameside.gov.uk or by calling 0161 342 8355.

Automated Decisions

For this service, all the decisions we make about you involve human intervention.

Updates to Privacy Notice

We may update or revise this Privacy Notice at any time so please refer to the version published on our website for the most up to date details on our [Data Protection page](#).