

GROVELANDS & GRENOBLE MEDICAL CENTRE

1 Grovelands Road, Palmers Green, London. N13 4RJ

Tel: 0208 882 4556 Fax: 0208 882 8810

Website: <http://www.gpdoctor.co.uk/>

Email: gpdoctor@nhs.net

Natal Road Site

7 Natal Road, New Southgate

London. N11 2HU

Tel: 0208 881 6848 Fax: 0208 881 6811

Grenoble Gardens Site

1 Grenoble Gardens, Palmers Green

London. N13 6JE

Tel: 0208 889 5423 Fax: 0208 881 4656

Privacy Notice for Email Messages

Person responsible for review of this protocol: Dr Anshumen Bhagat

Date of last review: Dec 2018

Patients are free to provide Grovelands & Grenoble Medical Centre with their email address. Email can be used for repeat prescription requests or to send information about our services. At any time you can ask us to remove your email address from your GP record. We will honour any such objection.

All email messages are for direct medical care purposes only.

1) Data Controller contact details	Grovelands & Grenoble Medical Centre (main surgery site) 1 Grovelands Road Palmers Green London N13 4RJ Telephone: 0208 882 4556
2) Data Protection Officer contact details	Head of Corporate Governance and Risk – Enfield CCG
3) Purpose of the processing	To enable staff at Grovelands & Grenoble Medical Centre to communicate with patients via email. This is for direct medical care purposes only.
4) Lawful basis for processing	The following Article 6 and 9 conditions apply: Article 6(1)(e) ‘...necessary for the performance of a task carried out in the public interest or in the exercise of official authority...’. Article 9(2)(h) ‘necessary for the purposes of preventative 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.’ We will consider your rights established under UK case law collectively known as the “Common Law Duty of Confidentiality”*
5) Recipient or categories of recipients of the shared data	The data subject (you)
6) Rights to object	Article 6(1)(e) gives the data subject the right to object
7) Right to access and correct	You have the right to access any identifiable data that is being shared and have any inaccuracies corrected.
8) Retention period	Not applicable
9) Right to Complain.	You have the right to complain to the Information Commissioner’s Office, you can use this link https://ico.org.uk/global/contact-us/ or calling their helpline Tel: 0303 123 1113 (local rate) or 01625 545 745 (national rate)