

**NHS BENCHMARKING NETWORK**

**FAIR PROCESSING NOTICE**

Version 0.04, July 2018

Version control

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| **Date completed** | **Version** | **Summary of changes** |
| 18th May 2018 | V 0.01 | First draft |
| 23rd May 2018 | V 0.02 | Second draft – additions by DH |
| 25th May 2018 | V 0.03 | CH |
| 31st July 2018 | V 0.04 | DH |

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| **Who are we?**  The NHS Benchmarking Network team (Benchmark Management Consulting Ltd) is a subcontractor to East London NHS Foundation Trust (ELFT) (host of the Network). The Network team’s ICO number is Z1624069. |
| **What do we do?**  You can find out more about the Network at the following link <https://www.nhsbenchmarking.nhs.uk/membership-benefits/> but in summary we are a member led organisation, with subscription fees funding the benchmarking work programme. Membership subscription is open to all commissioners and providers of publicly-funded health and social care services, across all four countries of the UK. National bodies may also be members of the Network, subject to agreement by the NHS Benchmarking Network’s Steering Group.  We are also commissioned (contracted via ELFT) by organisations such NHS England (NHSE) and the Healthcare Quality Improvement Partnership (HQIP) to undertake work which means that we may process anonymised, pseudonymised or limited Personal Confidential Data (PCD) on their behalf. |
| **What data do we hold and for what reason?**  **Patient/Service User Data**  We may process anonymised, pseudonymised or limited Personal Confidential Data (PCD) on behalf of data controllers. Under the General Data Protection Regulation, we will be lawfully using information in accordance with: -  *Article 6 1 (b) 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*  **PLEASE NOTE –** it is for the data controllers that commission our service to establish the legal basis for using special categories of personal data under Article 9 of the General Data Protection Regulation.  **Membership Details**  As we provide a membership service, we hold information linked to member organisations that includes a key contact for each of the member organisation, key contacts for the various Network benchmarking projects including names, addresses and contact details. We also keep information to enable us to invoice your organisation for Network membership. Under the General Data Protection Regulation, we will be lawfully using information in accordance with: -  *Article 6 1 (b) Necessary for performance of/entering into contract with you* |
| **What projects are we involved with that collects Patient/Service User Data?**  The following Network benchmarking projects collect data which is at patient / service user level: -   * The **National Audit of Intermediate Care** (NAIC) commissioned by NHS England, NHS Wales and the Northern Ireland Public Health agency. * The **National Audit of Care at the End of Life** (NACEL) commissioned by HQIP. * The **National Perinatal Mental Health Stocktake** – commissioned by NHS England. * The **Low, Medium and** **High Secure Stocktake** – commissioned by NHS Specialist Commissioning Team, NHS England. * **Inpatient Eating Disorder Services Review**, commissioned by NHS England * **Prison Transfers and Remission Audit**, commissioned by NHS England * **Improving standards in Learning Disability Services** – commissioned by NHS England and NHS Improvement. |
| **Using the data for research purposes**  The data from the National Audit of Care at the End of Life (NACEL) may be used for clinical audit, service evaluation or research purposes. All requests for the use of this data will be logged and managed via the Healthcare Quality Improvement Partnership (HQIP) via the process outlined in “[*Accessing NCAPOP data*](https://www.hqip.org.uk/national-programmes/accessing-ncapop-data/)” via the data Access Request Group (DARG). |
| **Accessing your information/Contacting the organisational Data Protection Officer**  You have the right to ask for a copy of any information that we may hold about you.  If you want to find out how to do this or need any further information about how we use your data, then please contact our Data Protection Officer: Curtiss Green, [curtiss@grgserv.co.uk](mailto:curtiss@grgserv.co.uk) |