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# UK General Data Protection Regulation Compliance Statement

The UK General Data Protection Regulation ( UK GDPR) applies in the UK from 25 May 2018.

HealthSense undertakes to process **Personal Data** (PD) held lawfully, fairly and in a transparent manner.

HealthSense will only request, hold and process PD that is relevant, adequate and limited to that required for the administration and running of HealthSense in pursuit of its legitimate interests in accordance with its charitable aims.

HealthSense will not sell or share PD with any other organization for marketing or any other purpose.

## Governance and Recording

### PD of members

Details of Subjects: Members of HealthSense; individuals who apply for membership of HealthSense.

Purposes of holding and processing PD: The administration and running of HealthSense in pursuit of its charitable aims.

Source of PD: Data provided on joining and amendments thereto subsequently notified by members to HealthSense.

PD held and processed: Name, address, email address and other contact information provided by the member on the application form.

Lawful basis for processing PD: the legitimate interests of HealthSense in the administration and running of HealthSense in pursuit of its charitable aims.

Retention Schedule: Whilst membership is active and for one year afterwards.

### PD of Student competition entrants

Details of Subjects: Those who submit entries to the HealthSense Student competition.

Purposes of holding and processing PD: The administration and running of the Student competition.

Source of PD: Data provided on submission of an entry to the Student competition.

PD held and processed: Name, address, institution, email addresses and other contact information provided by the entrant on the submission form.

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Lawful basis for processing PD: the legitimate interests of HealthSense in the administration and running of the Student competition.

Retention Schedule: Six months after the Student competition prizes have been awarded.

#### PD of mailing list contacts

Details of Subjects: Media contacts and medical school/student contacts.

Purposes of holding and processing PD: The legitimate interests of HealthSense in pursuit of its charitable aims.

Source of PD: Mailing list.

PD held and processed: Email address only.

Lawful basis for processing PD: the legitimate interests of HealthSense in the administration and running of HealthSense in pursuit of its charitable aims.

Retention Schedule: Until consent is withdrawn by unsubscribing from the mailing list or receipt of a request to unsubscribe.

## Right to Object

Any individual may object to the processing of their PD for the administration of HealthSense on grounds relating to his or her particular situation, although this will make the administration of their membership very much more complex.

## Data Protection Officer (DPO)

HealthSense is not required to appoint a DPO but all enquiries can be sent to the Secretary or Membership Secretary.

## Right to Complain

Any member may make a formal complaint about the way in which their PD is held or used at any time.

The complaint may be made formally to the Trustees of HealthSense or to a supervisory authority as advised by the ICO.

## Right of Access

Any member may request access to their PD held by HealthSense and this will be responded to, at the latest, within one month of the request being made.

## Right to Rectification

Any member may provide amendments or corrections to their PD at any time. Corrections, amendments and rectifications will be made within five working days.

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## Right to Erasure

Any member may request that their PD be removed from HealthSense's records at any time although this will render the administration of their continuing membership more complicated and is likely to exclude such member from receiving information, communications, or publications from HealthSense. Any member who resigns from HealthSense may request that their PD is deleted at any time from their date of resignation.

## Right to Restricted Processing

HealthSense will not process PD for any other purpose than the administration of HealthSense.

## Right to Data Portability

Data will be provided in a portable format upon request. Note that this does not apply to the mailing lists detailed above as only an email address is held.

## Breach Notification

HealthSense will take action on any discovered or reported breach of UK GDPR or of PD immediately.

HealthSense will notify the ICO of any breach of PD (as outlined in the UK GDPR). Any questions may be directed at Membership Secretary for clarification.

## Security

PD is held on the website server located in the United Kingdom that is secured by an SSL security certificate. Backups are taken regularly and are encrypted. Access to the PD is controlled and limited to the Secretary, the Membership Secretary and the Treasurer and others authorised as appropriate by the Trustees. PD is transferred securely between Trustees for the purposes of administration of HealthSense.

See also our website Privacy Policy at <https://www.HealthSense-uk.org/privacy>

## Effectivity

This document is effective from 25 May 2018 until it is withdrawn or superseded.

## Changes to this document

This document was last updated on 10 February 2022 and is kept under regular review. See Change log below for details.

## Contact

If you have any queries about this document or would like any further information, please contact us at <https://www.HealthSense-uk.org/contact>

## Change log

Date	Reason	Details
27 March 2019	<ol style="list-style-type: none"> <li>1. correct typo</li> <li>2. add Change log section</li> </ol>	In section titled Security, replace 'authorises', with 'authorised'
10 February 2022	<ol style="list-style-type: none"> <li>1. Change of the name of the charity</li> <li>2. GDPR is now UK GDPR</li> <li>3. Improve clarity</li> </ol>	<p>Change HealthWatch to HealthSense throughout</p> <p>Change GDPR to UK GDPR throughout</p> <p>Use HealthSense document template</p> <p>Move Change log section to the end of the document and add note to 'Changes to this document' section to refer to it.</p>
14 February 2023	Add Student competition details	Add new section for PD of Student competition entrants