



Public Health Transparency Notice

Organisation	Wakefield Council
Document Name	TN Public Health Sep2020.docx
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Last Updated By	Jaques, Paul
Date Created	18/02/2020
Date Updated	09/09/2020
Version	1.2

Here at Wakefield Council, we take your privacy seriously and will only use your personal information for the purpose(s) listed in section 2 below. This notice provides details of how the Council collects and uses information (data) about you.

We will keep your information (data) secure at all times.

1. Who we are.

a) The Controller for the information we hold is Wakefield Council. Contact details:

Telephone: 01924 306112

Email: dataprotection@wakefield.gov.uk

b) If you have any queries regarding your information that we are using for the purpose outlined in section 2, please contact the Controller's representative. Contact details:

Shane Mullen, Public Health Intelligence Manager

Telephone: 01924 302089

Email: smullen@wakefield.gov.uk

c) The Council's Data Protection Officer is the Corporate Information Governance Team Manager: Contact details:

Telephone: 01924 306112

Email: dpo@wakefield.gov.uk

2. How we use your data:

Public Health Intelligence collect and use information about:

- Wakefield District Residents
- People receiving health and care services within Wakefield District

Hospital episode statistics (HES) data

This information is sourced from NHS Digital

- control of infection
- health protection analysis
- surveillance of newly emerging population needs
- informing planning and commissioning (buying) of health and care services
- management of risks to public health
- organising and supporting the 0-19 health service and school nursing services
- public health surveillance.
- statistical analysis

Person level information never leaves the recipient team within the Council. Aggregation of the person level information will be shared with commissioners in the Local Authority and partner organisations via the statutory requirements of the Joint Strategic Needs Assessment and Public Health Advice service (Health and Social Care Act 2012, Part 7, 223)

Civil Registrations

This information is sourced from NHS Digital

- Birth outcomes analysis
- Inequalities analysis
- Life Expectancy analysis
- Public health surveillance.
- statistical analysis
- Audit of clinical pathways

Person level information never leaves the recipient team within the Council. Aggregation of the person level information will be shared with commissioners in the Local Authority and partner organisations via the statutory requirements of the Joint Strategic Needs Assessment and Public Health Advice service (Health and Social Care Act 2012, Part 7, 223)

Adult Psychiatric Morbidity Survey (APMS) Data

This information is sourced from NHS Digital

- In-depth understanding of Wakefield District's Mental Health needs
- Inequalities analysis

- Determinants and associated factors leading to suboptimum mental health

Person level information never leaves the recipient team within the Council. Aggregation of the person level information will be shared with commissioners in the Local Authority and partner organisations via the statutory requirements of the Joint Strategic Needs Assessment and Public Health Advice service (Health and Social Care Act 2012, Part 7, 223)

Child Health and Maternity Data

- Monitoring of population level outcomes
- Quality analysis of maternity services
- Smoking cessation in maternity analysis
- Surveillance of screening and immunisation uptake.
- Inequalities analysis of the above mentioned

Person level information never leaves the recipient team within the Council. Aggregation of the person level information will be shared with commissioners in the Local Authority and partner organisations via the statutory requirements of the Joint Strategic Needs Assessment and Public Health Advice service (Health and Social Care Act 2012, Part 7, 223)

Public Health England Screening Data

As part of a local project in partnership Yorkshire Cancer Research, Screening data will be requested and analysis to inform improvement programs in screening uptakes.

- Health protection analysis
- Screening uptake analysis
- Inequity in attendance of screening programmes
- Outcomes of those who attend screening programmes

Integrated Care Record Data

As part of the Integrated Care Partnership (ICP) in Wakefield District, the Local Authority jointly with NHS Wakefield CCG, has developed an integrated care dataset that will be used to inform the development of the ICP priority areas including subjects such as Lung Cancer, Population Health Management and Respiratory Health.

This piece of work involves understanding the differing risks to the population health at a local level. The insight informs the LA, CCG and partner agencies commissioning and processes of delivering health and social care within Wakefield CCG area.

Information is provided to the LA in a pseudonymised format, this means that whilst the data we receive is patient level, the LA does not have the ability to identify who you are from that information. For the pseudonymisation to occur, data processors on behalf of the LA will process your personal information to ensure that the CCG can receive the best and most accurate information to evaluate the schemes that have taken place in the Wakefield area.

Death in commissioned service and Suicide

Public Health are responsible for commissioning drug and alcohol treatment services for the Wakefield District. As part of this responsibility the authority investigates deaths of service users, including;

- Analysis of patterns in cause of death
- Surveillance in to substances involved

As part of the ongoing responsibility for Public Mental Health, the Public Health service analyse suicides with in the Wakefield Area, including;

- Review for patterns in methods
- Surveillance for patterns in location of suicide.
- Review of Mental Health service interaction with victims

Diabetes Focus Group

Public Health maintain a register of interested users who attend a focus group for diabetes patients in the Wakefield district.

Patient information is held whilst a patient chooses to be an active member of the focus group

This is used to send out communications about upcoming focus groups

Related events to support individuals with diabetes

Public Health Commissioned Service Complaints

As contract holders of multiple services Wakefield Council Public Health receive information about complaints made by services users against the commissioned services. This information is used to assess problems with the service and other parts of the health and care system that contracted services area reliant upon.

Falls Prevention newsletter

The newsletter is distributed to consenting professionals who wish to know about the falls prevention activity occurring in the Wakefield District Partnership. Wakefield Council holds a distribution list of email addresses for individuals consenting to receive this newsletter and solely uses this information for this purpose. The information is held as long as an individual wishes to receive this letter, once opted out their personal information is destroyed.

Dolly Parton's Imagination library

As part of the book gifting scheme that runs in parts of the Wakefield District, the LA holds personal information about the children and families who are registered to the scheme. The purpose of this is to monitor how the scheme is running and evaluate the impact the book gifting might have on child development over time.

Breastfeeding Friendly Scheme

The Breastfeeding Friendly Scheme receives and stores personal information from interested professionals / managers of venues when they register the venue for the scheme. The purpose of this is to operate, provide and improve the breastfeeding friendly scheme that we offer.

Lung Health Check Register

Consenting individuals will have personal information captured as part of having a lung health check, this information will be passed to their General Practitioner and Wakefield Council Public Health to collate and monitor the effectivity of the health check.

Sexual Health engagement – Public

As part of designing the new sexual health service contract engagement activity will be carried out. Members of the public will complete an online or telephone survey responding to questions about their experience of using the sexual health services in Wakefield, this information will be held and analysed by Wakefield Council Public Health to help inform the needs of the population and shape the new service.

Sexual Health engagement – Stakeholders

As part of designing the new sexual health service contract engagement activity will be carried out. Members of the public will complete an online survey responding to questions about the provision and delivery of sexual health services in Wakefield, this information will be held and analysed by Wakefield Council Public Health to help inform the model of delivery for the new service.

School Health Survey

As part of the Council's duty to commission and provide health and care services to Children and Young people, an online survey will be carried out with school children in school years 3, 5, 7 and 9. The information collected will enable the council to analyse the health behaviours and subsequent needs of the children living in Wakefield District. This will ensure that the Council can provide the most suitable health and care services, as well as working with schools to ensure that they are offering lessons and opportunities that most closely represent the requirements of their pupils. The data will be collated and held by Wakefield Council Public Health, and may be shared with an external research company in order for them to process and analyse the data on the Council's behalf.

Public Health England Testing Data – COVID19

As part of the support to Local Authority Directors of Public Health to manage out breaks of coronavirus in Wakefield District Public Health England are supplying the organisation all positive testing data. Information will be destroyed once the outbreak and recovery work is complete.

At Home Testing Service Data – COVID19

As part of the organisations commissioned local testing service for the most vulnerable in the district who need an at home test or support to book into the national coronavirus testing

portal, demographic and results information will be process by the local authority. This is both monitor service performance but also to offer further support services such food parcel delivery and also to monitor the disease spread in the district. Information will be destroyed once the outbreak and recovery work is complete.

3. What authority does the Council have to collect and use this information?

For HES Data

We have a data access agreement with NHS Digital and data is supplied under Section 42(4) of the SRSA (2007) as amended by section 287 of the Health and Social Care Act (2012) and Regulation 3 of the Health Service (Control of Patient Information) Regulations 2002.

For Civil Registrations

We have a data access agreement with NHS Digital and data is supplied under Section 42(4) of the SRSA (2007) as amended by section 287 of the Health and Social Care Act (2012) and Regulation 3 of the Health Service (Control of Patient Information) Regulations 2002.

For PHE Screening Data, NHS Wakefield and Wakefield Council acting as an intermediary for PHE and NHS E have the legal gateway to access screening information under GDPR;

article 6(1)(e) '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'.

As information about health is a special category of information, a further section of the GDPR also applies:

- article 9(2)(h) 'processing is necessary for the purposes of preventive or occupational medicine ... medical diagnosis, [or] the provision of health or social care or treatment'
- article 9(2)(l) 'processing is 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

For Child Health and Maternity Data and Integrated Care Records

We have a data access agreement with NHS Digital and/or Mid Yorkshire Hospitals Trust, the lawful basis which ensures that we are processing your information correctly is described in Article 6 (function of a public authority) and Article 9 (provision of health care treatment) of the GDPR.

For Death in commissioned service and Suicide

The legal gateway under GDPR is;
Article 6 (function of a public authority) and Article 9 (provision of health care treatment) of the GDPR

For Adult Psychiatric Morbidity Survey (APMS) Data

The legal gateway under GDPR is;

Article 6(1)(e) - Public Task

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;

and Article 9(2)(j) - Scientific Research.

processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89(1) based on Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject.

For the Falls Prevention Newsletter, Dolly Parton's Imagination Library, Breastfeeding Friendly Scheme and Diabetes Focus Group, Sexual Health Engagement and the Lung Health Check

The legal gateway under GDPR is;

Article 6(1)(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes

Public Health Commissioned Service Complaints

As contract holders for treatment and prevention services we process complaints information under the following legal gateways;

The lawful basis which ensures that we are processing your information correctly is described in Article 6 (function of a public authority) and Article 9 (provision of health care treatment) of the GDPR.

School Health Survey

The legal gateway under GDPR is;

Article 6(1)(e) - Public Task

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;

And Article 9(2)(h) – Provision of health or social care.

Processing is necessary for the purposes of preventive 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 on the basis of Union or Member State law.

For Public Health England Testing Data – COVID19

As the lead agency for outbreak management across Wakefield District this information is used to support that end, the lawful basis which ensures that we are processing your information correctly is described in article 6(1)(e) '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'.

As information about health is a special category of information, a further section of the GDPR also applies:

- article 9(2)(h) 'processing is necessary for the purposes of preventive or occupational medicine ... medical diagnosis, [or] the provision of health or social care or treatment'
- article 9(2)(l) 'processing is 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

For the at Home Testing Service Data – COVID19

As contract holders for the testing service we process information on tests received under the following legal gateways;

The lawful basis which ensures that we are processing your information correctly is described in article 6(1)(e) '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'.

As information about health is a special category of information, a further section of the GDPR also applies:

- article 9(2)(h) 'processing is necessary for the purposes of preventive or occupational medicine ... medical diagnosis, [or] the provision of health or social care or treatment'
- article 9(2)(i) 'processing is 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'

4. How long will we keep your data?

We will keep your personal information collected for the purpose(s) detailed in section 2 for a period of the amount of time needed to complete the analysis required. Once complete the information is destroyed.

5. Your rights and your personal data

Under the GDPR you have the following rights:

Right of Access

You have a right of access to the personal information that the Council holds about you, and/or the right to be given a copy of the data undergoing processing.

Right to Rectification

You have the right to request that the Council corrects any personal data if it is found to be inaccurate, incomplete or out of date.

Right to Erasure

In certain circumstances, you may have the right to request your personal data is erased.

Right to Restriction of Processing

You have the right, where there is a dispute in relation to accuracy or lawfulness of processing of your personal data, to request that a restriction is placed on further processing.

Right to Portability

You have the right to request the Council provide you with your personal data and where possible, to transmit that data directly to another data controller. However, this only applies to data that you have provided to us and not to all the information that the Council holds about you.

Right to Object to Processing

In certain circumstances, you may have a right to object to the processing of your personal data.

Automated Decision Making

Part of our process includes automated decision making. You have a right to not be subject to a decision based solely on automated processing.

Right of Complaint

You have a right to lodge a complaint with the Information Commissioner, please find contact details below.

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number

To exercise any of your rights, you should contact the Data Controller's representative as shown in section 1b.

6. Further processing

If we wish to use your personal data for a new purpose, not covered by this Transparency Notice, then we will provide you with a new Transparency Notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions.