

# Stockwood Medical Centre



## Easy read Privacy Notice

June 2025

# Who are we?

We, at **Stockwood Medical Centre** our address is **Hollway Road, Stockwood, Bristol, BS14 8PT** are a **Data Controller** of your information.

- This means we are responsible for **collecting, storing, and handling your personal and healthcare information** when you register with us as a patient.
  - There may be times where we also **process your information**.
  - That means we use your information for a particular purpose, we may also be called a **Data Processor**.
- 

We are registered with **the Information Commissioners Office (ICO)** to use information about the people we work with under the Data Protection Act 2018

Our registration number is **Z7369774**.



# What information do we collect about you?



Your name



Your address,  
where you live



Your phone  
number

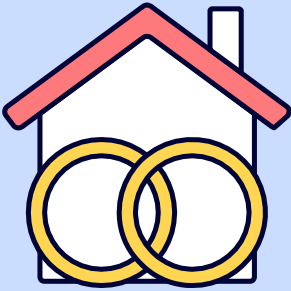


Who is your  
family; who  
looks after you



Your date of  
birth

# What else might we know about you?



Your marital  
status



Your job if you  
have one



Your email  
address if you  
have one



Your religion if  
you have one



What you like  
to be called



Where you  
were born

# How do we keep your information?



Your records are stored on an electronic database system and are protected



Your records may be stored on paper file, also kept safe



All staff at the practice must keep your information safe

# Some information we keep about you may be sensitive



Your patient  
health  
records are  
sensitive



Any  
safeguards  
that you have  
in place to  
protect you

# Why are we using your information?



To give to other people who are treating you



To make things better for you at your medical practice



To share with people organising your care for medical research purpose

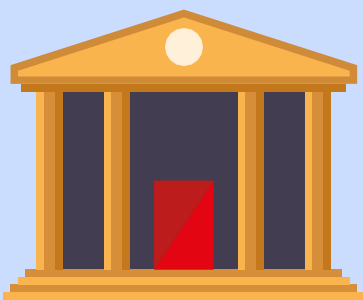
# To follow the law, we sometimes need to share your information if...



If the **police** require information as part of a criminal investigation



Information might be required by law **due to fraud**



If there is a **court order**



If the Care Quality Commission **CQC** require it **during an inspection**



# To comply with the law, we must...



To follow the Data  
and the Common Law  
Duty of  
Confidentiality



Keep your  
records safe



Only authorized  
members of staff can  
access your records  
and are part of caring  
for you



Always keep our  
records confidential  
and secure

# Why do we share information and under what conditions?



To tell you how  
personal  
information will be  
used



We need to have a legal  
reason for using your  
information without  
asking you first



Sometimes your  
information will be  
used using your name  
without your consent

# Who do we share information with?



Ambulance  
Services



Public Health  
England and  
other NHS Trusts



General  
practitioners  
(GPs)

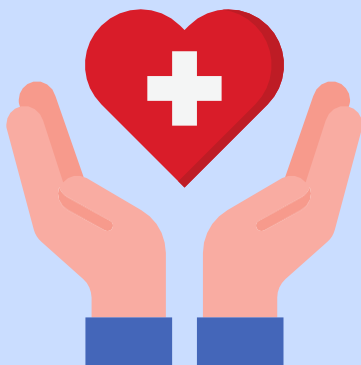
## Who else, do we share information with?



NHS England



Social Services or private care homes to help them give you the best support.



Primary Care Agencies

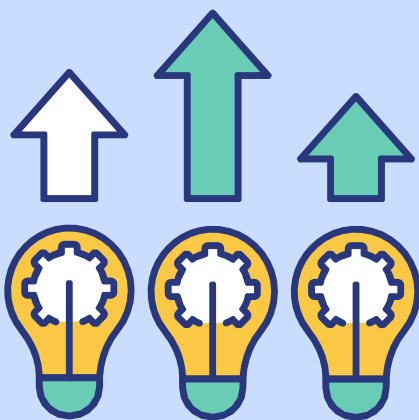
# What does the National data opt-out mean for you?



Information about you is collected when using our services



Your collected information can be used and provided to other organisations



Collected information will improve the quality and standards of care provided to you and others



You have choice  
whether to use your  
confidential  
information to be used



Use of your  
confidential patient  
information about  
your health and care is  
only when allowed by  
law



Anonymised data is  
used for research and  
planning so that you  
cannot be identified



If you choose to opt out,  
your confidential  
information will only be  
used to support your  
care

# What are your rights?

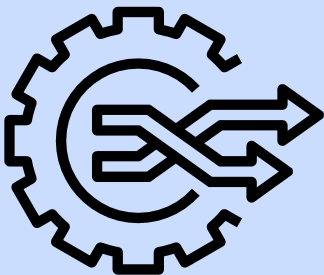
Under UK law The Data Protection Act and GDPR you can...



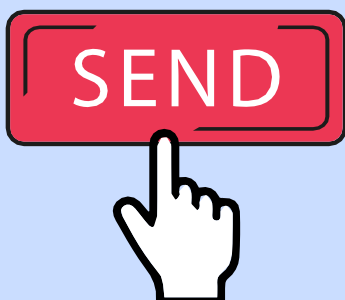
Tell us not to share your information if you really do not want us to, unless if it is required by law



Ask us to give you a copy of your records, this is called a Rights of Access request



Ask us to change any information if they are wrong or incorrect



Ask for copies of your documents to other organizations if requested

# **If you are unhappy, who do you talk to?**

You can speak to our **Data Protection Officer:**

**Lucy Hunt**

Stockwood Medical Centre, Hollway Road,  
Stockwood, Bristol, BS14 8PT

Telephone: **01275 833103**

Email: **bnssg.stockwood.medicalcentre@nhs.net**

[www.stockwood medical centre.co.uk](http://www.stockwoodmedicalcentre.co.uk)

OR

**The information Commissioners Office**

Call the helpline on **0303 123 1113**

<https://ico.org.uk/make-a-complaint/>

Privacy Notice Next review – June 2026