# Privacy and Data Protection

#### **Personal Details**

A number of pages throughout this site may invite users to complete forms including their personal details. There is no requirement to fill in these forms in order to view general material on this site. If do you wish to complete a form with your details you should note the following:

All information collected on forms will be submitted via email. NHS Rotherham and this GP practice operates highly secure Electronic mail systems in line with National Health Service requirements, we are, however, unable to guarantee that your email service provider is able to offer the same level of security.

If you are sending confidential information to this practice via email we assure you that once it reaches our network we will ensure its confidentiality and security, we cannot offer the same assurance for your email service provider. This means that any email you send is sent unsecured across the internet.

If you have any questions about your own email security please contact your service provider or if you have any questions about this service or NHS confidentiality please contact the Patient Advice and Liaison service on 0800 073 0517.

Information submitted to the practice via this web site will be used solely for the purpose for which it is collected, and will not be passed on to other areas of Trusts within the NHS Rotherham, nor to any other organisation outside this Community, without your explicit permission. The purpose for which the information is collected will be made clear.

We have implemented security procedures and technical measures to protect any personal data which is kept by the practice from

- Unauthorised access.
- Improper use or disclosure.
- Unauthorised modification.
- Unlawful destruction or accidental loss.

Practice employees who have access to personal data are obliged to respect confidentiality; they are bound by confidentiality contract clauses and the duties of common law.

Rotherham Clinical Commissioning Group and this practice abide by the General Data Protection regulation act 2018 in the holding and processing of your personal data. The Practice Manager is happy to answer any enquiries and may be contacted at <a href="mailto:gail.palmer3@nhs.net">gail.palmer3@nhs.net</a>

If you are using a public computer and do not wish others to be able to go back to view the details you have typed into a form on the web it is advisable to clear the contents of the form and your cache (temporary internet files) before leaving the computer.

Further information on Data Protection issues can be found at www.ico.gov.uk

We do not use cookies for collecting user information and we will not collect any information about you except that required for system administration of our web server.

## **Link Policy**

All links from this website are selected using our links policy. Links are provided for information and convenience only. We cannot accept responsibility for the sites linked to, or the information found there. A link does not imply an endorsement of a site; likewise, not linking to a particular site does not imply lack of endorsement.

You do not have to ask permission to link directly to pages hosted on this site. However, we do not permit our pages to be loaded into frames on your site. The pages must load into the users entire window. You must not use the NHS logo to link to our site without prior permission.

### **Accuracy**

This website is committed to the highest standards of information quality. Every effort is taken to ensure that the information contained in this website is both accurate and complete. However, NHS Rotherham and the practice gives no warranty, either expressed or implied, as to the accuracy of the information on this website and accepts no liability for any loss or inconvenience caused as a result of reliance on such information.

In no way should any of the information found here be a substitute for professional medical care by a qualified doctor or other health care professional.

### Availability

We cannot guarantee uninterrupted access to this website, or the sites to which it links. We accept no responsibility for any damages arising from the loss of use of this information.

#### **Intellectual Property**

The names, images and logos identifying the practice are the proprietary marks of the NHS. Copying our logos and any other third party logos accessed via this website is not permitted without the prior approval of the relevant copyright owner.

#### **Virus Protection**

We make every effort to check and test material at all stages of production. It is always wise for you to run an anti-virus program when accessing our site.