

# Queen Square Medical Practice

## Privacy Notice



### Your data, privacy and the Law.

#### How we use your medical records:

*Important information for patients*

- This practice handles medical records according to the laws on data protection and confidentiality.
- We share medical records with health professionals who are involved in providing you with care and treatment. We share some of your data with local out of hours / urgent or emergency care service and Lancaster Primary Care Network. This is on a need to know basis and event by event.
- Some of your data is automatically copied to the Summary Care Record, **unless you have otherwise asked us not to.**
- You have the right to opt out of your medical records being share with those who provide you with care.
- In some circumstances we may share your medical records for medical research, for example to find out more about why people get ill. You have the right to opt out of this.
- Data about you is used to manage national screening campaigns such as Flu, Cervical cytology and Diabetes prevention. Data about you that is used to manage the NHS and make payments is always anonymised.
- We share information when the law requires us to do, for instance when we are inspected or reporting certain illnesses or safeguarding vulnerable people.
- Your data is used to check the quality of care provided by the NHS.
- You have the right to be given a copy of your medical record.
- You have the right to have any mistakes corrected and to complain to the Information Commissioner's Office (ICO) [www.ICO.org.uk](http://www.ICO.org.uk)

For more information on our privacy policies and how we use your data in these contexts please visit our website at [www.queensquare.org](http://www.queensquare.org) or ask at reception.