

Cambridgeshire Community Services NHS Trust Privacy Notice

Cambridgeshire Community Services NHS Trust (CCS) is committed to providing high quality services. To do this, we need to access, use and sometimes share your information or personal data, which includes sensitive data, known as special category data. This notice tells you what we do and why and how to raise any concerns or exercise any rights you may have in respect of your data. For more information please visit our website at [Privacy Notice](#)

Data Controller	Cambridgeshire Community Services NHS Trust ICO Registration:- Z2187662		
Purpose for using data	The service uses personal data to coordinate the care for service users, including making and accepting referrals, delivering care and handling complaints.		
Personal Data	Name; address; contact details; date of birth; NHS number of child and parent(s)/carers contact details. Family status e.g. employment and support for SEND or social care	Lawful Basis	Public task
Special Category data	Race, medical information including; smoking status and substance misuse of parents	Special category condition	Public interest
Third party Source of data	Child Health Information Service (CHIS) ; GP; acute hospital (e.g. A&E and maternity) Health provider partners including dentists; other community and voluntary providers Local authority ; education setting/ school/college and Children's Centres		
Sharing with third party and reason	<p>We share to make referrals and for treatment. The third parties are:</p> <ul style="list-style-type: none"> • Child Health Information Service: contact details to understand if a child moves in or out of area and to record public health information eg immunisations; • GP: personal data and special category data; • Hospital (typically A&E attendance, and maternity services); • Health partners including dentists; • Local Authority : for social care, housing, and safeguarding needs and access to Children's Centres • Education setting/ schools/colleges, for weight and height assessment and school immunisation; 		
Automated decisions	There are no automated decision making		
Retention Period	Your data will be stored securely and held and destroyed in accordance with our Retention Schedule.		
Transfer outside UK	Your data is not transferred outside the UK		
Exercising your rights	You have rights over the data we hold. You have a right to be informed; of access; and to ask for rectification or erasure and to portability. If you would like to exercise any of these rights, please contact us at CCS.traccesstoinfo@nhs.net . We will consider every request and if there is any reason we cannot agree to it, we will let you know why and how to appeal this decision.		

Data Protection Officer	Frances Bogie If you have any queries or concerns, please contact us at the above address. You can also complain to the Information Commissioner's Office .
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