

Privacy Notice – Adult Social Care

To make sure you receive the best possible support and care, records are kept about your health and social care needs and any information and advice, support, or services we provide. This information will be used to manage the care and support you receive from Hull's Adult Social Care Service.

This notice provides additional privacy information for Adult Social Care.

It describes how we collect, use and share personal information about you:

- In relation to Adult Social Care
- The types of personal information we need to process, including information the law describes as 'special' because of its sensitivity

The information collected and held may be done so in a variety of ways.

Purpose

We collect your personal information for the following purpose:

- To provide you with relevant information and advice
- To assess your social care needs and consider how best to meet them
- To understand your previous health, care and support needs
- To make sure your support is safe and effective and ensure the care you are receiving is meeting your needs
- To work with partners to ensure you get the best possible service and commission other services where appropriate. Sharing your information means you won't have to repeat questions to other health and care services.
- To undertake financial assessments for care services received
- To calculate finances and keep track of spend towards your care service
- To apply for Appointeeship or Court of Protection
- To help us investigate any concerns or complaints you have about your care
- To ensure compliance with safeguarding adults policies and procedures
- To complete statutory government returns around health and social care

Categories of personal data

In order to carry out these purposes we collect and obtain:

- Basic details about you such as name, address, telephone number, email address and date of birth
- Details surrounding your family

OFFICIAL

- Housing circumstances and needs
- Financial details
- Employment and education details
- Physical and mental health
- Marital status
- Religious beliefs
- Ethnicity
- Nationality
- Immigration status
- Language
- Sexual orientation
- Employment
- Allergies
- Custody episodes

Legal basis for processing

The legal basis for processing your personal information is:

- Performing or exercising obligations as part of a legal requirement (The Care Act, 2014 and Health and Social Care Act, 2012)
- In the public interest or in the exercise of official authority
- In order to process special category data for the provision of health and social care

Consequences if information is not provided

If you fail to provide certain information when requested, we may be unable to provide a service to you, or it may limit the effectiveness of delivery. It may also prevent us from complying with our legal obligations. In addition, we may be unable to address any query, issue or complaint or further issues which may result.

Information sharing and recipients

We may collect and share personal information about you with the following types of organisations:

- Teams within Hull City Council in order to provide our services to you

OFFICIAL

- Health services (for example GPs, Humber Teaching NHS Foundation Trust, Hull University Teaching NHS Trust)
- Care providers and voluntary sector organisations who are commissioned to provide care and health services
- Other Local Authorities
- Government agencies
- Care Quality Commission
- Officer of the Public Guardian and Court of Protection
- Department for Work and Pensions
- Emergency services
- Third parties who help us with research and analysis of local care services.

We may share information with the organisations listed above in order to provide a service to you or where we are required to do so by law, to safeguard public safety, and in risk of harm or emergency situations. We may also share information to safeguard public funds administered by the Authority.

The Yorkshire and Humber Care Record

The Yorkshire and Humber Care Record is a shared system that allows health and care staff within the Yorkshire and Humber Health and Social Care community to appropriately access the most up-to-date and correct information about patients, to deliver the best possible care. The Yorkshire and Humber Care Record guarantee is our commitment that we will use records about you in ways that respect your rights and promote your health and wellbeing. If you would like any further information, visit their website www.yhcr.org

National Data Opt Out

The National Data Opt Out is a service that enables the public to register to opt out of their confidential patient information being shared/used for purposes beyond their individual care and treatment, such as for research purposes. We comply with this policy and ask people if they allow their confidential patient information to be used for research and planning. Further information can be found at [NHS England » How the NHS and care services use your information: the National Data Opt-Out](#)

If you have any further enquiries, please contact the Caldicott Guardian:

Mike Black, Head of Service Performance and Compliance

Warehouse 8

Guildhall Road

OFFICIAL

Hull

HU1 1H.

Please speak to your social care worker if you would like this information in Braille, LARGE PRINT, audio, or another language.