

Information and Advice

Providing and Sharing Your Information

The local authority will share information for the purpose of:

Ensuring efficient and safe delivery of care and support to the individual through the provision of information, advice, advocacy and care and support. These provisions can be both internal and external to the local authority. Examples include the NHS, residential and nursing homes, domiciliary care providers and day opportunities, all of which can be within the voluntary, private and/or statutory sectors

What information will the service require and how it will be used:

To provide these services, you will be asked to provide information about yourself and your needs and your carer. This information is likely to be what is considered to be 'sensitive' personal information as it may relate to your health needs. The Council will seek your explicit consent to use this information, why it needs to be provided from you, inform you with whom this information is shared and how it will be used.

The information you provide could be shared with a range of organisations, examples include the NHS, registered care providers such as residential and nursing homes, domiciliary care providers and day opportunities, all of which can be within the voluntary, private and/or statutory sectors. The purpose of sharing information is to inform the organisation so that appropriate care and support is tailored to the individual's needs.

When information is processed and shared it will be done using secure data storage and exchange methods.

The local authority will:

- Fully observe the requirements of the Data Protection Act (DPA) regarding the collection and use of information;
- Meet legal obligations in how information is used;
- Collect and process information as described above;
- Ensure that your rights are able to be fully exercised under DPA
 - Including the right to be informed that processing is being undertaken
 - The right of access to your own personal information
 - The right to prevent processing in certain circumstances; and the right to correctly rectify and/or remove information which is regarded as incorrect information

The Council will take appropriate technical and organisational measures to safeguard personal information, and will not transfer your information to outside of the European Economic Area (EEA).

Exception - There are some situations where we will share information without consent, where we believe criminal or fraudulent activity has taken place, and/or there are safeguarding concerns - this sharing will only take place in accordance with the DPA.

However if you do not consent to your information being shared, this could severely impact on our ability to offer you appropriate care and support. This will be explained to you when your consent is requested. If you require further information please discuss with the person carrying out your assessment/review.