

## **How we look after your Personal Information**

- **We hold personal Information about you such as your name and date of birth, where you live, your medical conditions and medications you take.**
- **We use this information to access your health needs and provide you with safe and effective health care now and for the future.**
- **We are allowed by law to hold and use this information as long as we keep to very strict rules.**
- **We may share information about you with others who also provide you with health care such as the hospital and out of hour's providers.**
- **We also share information with health authorities and the Care Quality Commission if asked to do so for payment and inspection purposes.**
- **When we do research or audits that are shared outside the practice, nobody can identify you from the information we give.**
- **We might have to share information without your permission to save your life or if you or someone else is at risk of abuse.**
- **We keep your information safe and secure. We try to make sure it is all correct and up-to-date.**
- **You can ask to see your information. Email [northshore.surgery@nhs.net](mailto:northshore.surgery@nhs.net)**
- **To find out more you can read our privacy policy on our website [northshoresurgery.org.uk](http://northshoresurgery.org.uk) or you can contact the Practice Manager, Janine Deakin**