

Spencer Private Hospitals

Patient Guidance Document

SPHIG 28 - National Data Opt Out Guidance for NHS Funded Patients

Version:	V1
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Spencer Private Hospitals Ltd

SPHIG 28 - National Data Opt Out Guidance for NHS Funded Patients

Spencer Private Hospitals is one of many organisations working in the health and care system to improve care for patients and the public.

Whenever you use our NHS Funded service, important information about you is collected in a patient record for that service. Collecting this information helps to ensure you get the best possible care and treatment.

The information collected about you when you use these services can also be used and provided to other organisations for purposes beyond your individual care, for instance to help with:

- improving the quality and standards of care provided
- research into the development of new treatments
- preventing illness and diseases
- monitoring safety
- planning services

This may only take place when there is a clear legal basis to use this information. All these uses help to provide better health and care for you, your family and future generations. Confidential patient information about your health and care is **only used** like this where allowed by law.

Most of the time, anonymised data is used for research and planning so that you cannot be identified in which case your confidential patient information isn't needed.

You have a choice about whether you want your confidential patient information to be used in this way. If you are happy with this use of information you do not need to do anything. If you do choose to opt-out your confidential patient information will still be used to support your individual care.

To find out more or to register your choice to opt out, please visit www.nhs.uk/your-nhs-data-matters. On this web page you will:

- See what is meant by confidential patient information
- Find examples of when confidential patient information is used for individual care and examples of when it is used for purposes beyond individual care
- Find out more about the benefits of sharing data
- Understand more about who uses the data
- Find out how your data is protected
- Be able to access the system to view, set or change your opt-out setting
- Find the contact telephone number if you want to know any more or to set/change your opt-out by phone
- See the situations where the opt-out will not apply

If you are unable to access this site you can:

Telephone: [0300 303 5678](tel:03003035678) Email: enquiries@nhsdigital.nhs.uk

You can also find out more about how patient information is used at:

<https://www.hra.nhs.uk/information-about-patients/> (which covers health and care research); and

<https://understandingpatientdata.org.uk/what-you-need-know> (which covers how and why patient information is used, the safeguards and how decisions are made)

Accessible versions of Your Data Matters information to help you understand your national data opt-out choice are available on the [NHS Digital website](#)

You can change your mind about your choice at any time.

Data being used or shared for purposes beyond individual care does not include your data being shared with insurance companies or used for marketing purposes and data would only be used in this way with your specific agreement.

Our organisation is compliant with the national data opt-out policy.

Equality Analysis

This Equality Analysis should be attached to any policy, strategy or business case for decision.		
Name of the policy, strategy or business case.	SPHIG 28 - National Data Opt Out Guidance for NHS Funded Patients	
Details of person completing the Analysis		
Name	Alex Aucutt-Ford	
Job Title	Head of Digital Transformation and Information Governance	
Department	SMT	
What are the main aims, purpose and outcomes of the policy, strategy or business case?	To provide guidance and information to NHS Funded patients on the National Data Opt Out.	
Does it relate to our role as a service provider and/or an employer?	Yes	
Is the policy, strategy or business case relevant to the aims of the equality duty? Guidance on the aims can be found in the EHRC's PSED Policy Guidance .		
Aim	Yes	
Eliminate discrimination, harassment and victimisation.	No	
Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.	Yes	
Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.	No	
<p>Assess the relevance of the policy to people with different protected characteristics and assess the impact of the policy on people with different protected characteristics.</p> <p>When assessing relevance and impact, make it clear who the assessment applies to within the protected characteristic category. For example, a decision may have high relevance for young people but low relevance for older people; it may have a positive impact on women but a neutral impact on men.</p>		
Protected characteristic	Relevance to decision High/Medium/Low/None	Impact of decision Positive/Neutral/Negative
Age	Medium	Positive

Disability	Medium	Positive
Gender reassignment	Medium	Positive
Marriage and civil partnership	Medium	Positive
Pregnancy and maternity	Medium	Positive
Race	Medium	Positive
Religion or belief	Medium	Positive
Sex	Medium	Positive
Sexual orientation	Medium	Positive
Mitigating negative impact: Where any negative impact has been identified, outline the measures taken to mitigate against it.	N/A	
Information and research: <ul style="list-style-type: none"> Outline the information and research that has informed the policy. Include sources and key findings. Include information on how the policy will affect people with different protected characteristics.	Data Protection Legislation Including: UK GDPR Data Protection Act 2018 Statutory requirements	
Consultation: <ul style="list-style-type: none"> Has there been specific consultation on this policy? What were the results of the consultation? Did the consultation analysis reveal any difference in views across the protected characteristics? Can any conclusions be drawn from the analysis on how the policy will affect people with different protected characteristics?	Ratified by: Information Governance Committee Data Protection Officer [DPO] Senior Information Risk Office [SIRO]	

<p>Conclusion:</p> <ul style="list-style-type: none"> Consider how due regard has been had to the equality duty, from start to finish. There should be no unlawful discrimination arising from the decision (see PSED Guidance). <p>Advise on the overall equality implications that should be taken into account in the final policy, considering relevance and impact.</p>	<p>Policy Approved for Circulation</p>
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Signature of person completing the Analysis	
Name	A Aucutt-Ford
Signed	A Aucutt-Ford
Date	26.06.2024
Approval and sign-off Head of Department/Director	
Name	A Aucutt-Ford
Signed	A Aucutt-Ford
Date	26.06.2024