

PRIVACY NOTICE

Medical Treatment given by trained RBFRS Staff

Community Responding (Co-responding) and Immediate Emergency Care (IEC) at incidents

Your privacy is important to us. This privacy statement explains what personal data Royal Berkshire Fire and Rescue Service collects about you and how we store and use that data.

What information we collect about you

The address of the incident, your initials, Date of Birth, health details (injuries, care administered, actions etc) and any other relevant details that will assist us in ensuring you are treated effectively.

Please also refer to the following privacy notices:

- Details collected by our emergency control room (TVFCS) when an incident is reported.
- Incident Recording System (IRS) data (issued by the Home Office)
- Details collected at or for incidents.

Why we need it

The purpose is to offer early medical treatment and high quality patient care to enhance the clinical outcomes of patients prior to the arrival of the Ambulance Service. We collect this information so that we can ensure that the Ambulance Service (South Central Ambulance Service NHS Foundation Trust) have all the relevant details to take over and provide you with the most appropriate treatment and care.

Our legal basis for processing

Under the General Data Protection Regulation (GDPR), we are able to process your personal data under article 6(1)(a) – Consent of the data subject, 6(1)(c) – Necessary for compliance with a legal obligation and 6(1)(e) – Necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

And where we collect special category data: Article 9(2)(b) – Necessary for the carrying out of obligations under employment, social security or social protection law, or a collective agreement, 9(2) (g) – Necessary for reasons of substantial public interest on the basis of Union or Member State law which is proportionate to the aim pursued and which contains appropriate safeguarding measures and 9(2)(h) – Necessary for the purposes of preventative or occupational medicine, for assessing the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or management of health or social care systems and services on the basis of Union or Member State law or a contract with a health professional. (*Fire and Rescue Services Act 2004, Health and Social Care Act, National Health Service Act 2006*)

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Some information we ask for is voluntary, however, not providing certain information may affect the service we provide to you or others. Obtaining explicit written consent for us to process your personal data may not, in certain circumstances, be achievable or appropriate, however, wherever there is a need to obtain this and it is possible, we endeavour to do this.

What we do with it

A record of the incident, our attendance and brief details are logged within our recording systems.

Your details are recorded on a patient clinical record form, which is then passed to the South Central Ambulance Service NHS Foundation Trust (Clinician or Community Responder Department).

Sharing your information

Your details are passed to South Central Ambulance Service NHS Foundation Trust in accordance with our Thames Valley Co-responding agreement and Delivery of patient care at operational incidents collaboration agreement with South Central Ambulance Service NHS Foundation Trust (SCAS).

We also have a requirement to provide certain data and statistics to the Government (Home Office) and sometimes other regulatory bodies, such as the Health and Safety Executive (HSE).

As a public authority, we are also subject to information rights legislation (Freedom of Information Act 2000, Environmental Information Regulations 2004 and Data Protection legislation. We do receive requests for incident information, however, unless there is a legal obligation to provide your personal data, information will be released in a redacted form. This means your personal data will be removed before publication so that you cannot be identified.

We do compile and publish statistics on our website showing information like the number of incidents we attend, but not in a form which identifies anyone.

How long we keep it and how it is stored

We take our duty to protect your personal information and confidentiality seriously. We are committed to taking all reasonable measures to ensure the confidentiality and security of personal data for which we are responsible, whether computerised or on paper. This means that your information will be kept in a secure environment and access to it will be restricted according to the 'need to know' principle. Personal details will then be destroyed/deleted and only non-personalised details (a summary) of the request and its outcome will be kept.

A record of the incident, our attendance and brief details are logged within our recording systems.

A copy of the patient clinical record form that is passed to SCAS following care provided at incidents (IEC) is securely retained by the Operational Policy and Support (OPAS) Team for 7 years, for audit and quality assurance checks.

The patient clinical record form completed by our Co-responders is not retained by RBFRS.

Your rights

Under the General Data Protection Regulation you are entitled to exercise your right to object to us processing your data and obtain information that is held about you.

If at any point you believe the information we process on you is incorrect, you can request to have it corrected or deleted. Where possible we will seek to comply with your request but we may be required to hold or process information to comply with a legal requirement.

If you wish to discuss the information we hold about you, make a complaint about how we have handled your personal data or object to us processing it, you can contact our Data Protection Officer (DPO) who will investigate the matter.

Who to contact

Our Data Protection Officer is Becca Chapman and you can contact her at:

Royal Berkshire Fire and Rescue Service Headquarters

Newsham Court

Pincent's Kiln

Calcot

Reading

Berkshire

RG31 7SD

(0118) 945 2888

DataProtection@rbfrs.co.uk

If you are not satisfied with our response or the way we handle your information, you can complain to the Information Commissioner's Office (ICO):

<https://ico.org.uk/>

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