



Revised June 2015

Adult Social Care Services Privacy Notice

How information about you will be used

Why organisations keep and share information about you

Swindon Borough Council provides a range of community health, and Social Care services for adults in Swindon. We support vulnerable adults, the elderly and those with physical disabilities by commissioning a range of community and residential based services.

These services hold information on paper and on an electronic database about your family if you are in receipt of a service. Once your information is on the database, adult social care professionals are authorised to access it if appropriate to do so. Staff need this information so they can give the best advice possible and offer support.

As Swindon provides integrated health and social care services the NHS number is matched to your social care record at point of referral to ensure your information can be readily accessed as necessary with health partners who are involved with your service provision.

The One Swindon Partnership Information Sharing Arrangements:

Swindon Borough Council, General Practitioners, the local hospital and other organisations such as Clinical Commissioning Group hold information on paper or on a computer about you and/or your family if you are in contact with them and it is relevant to the service provision you receive. General demographic data such as; name, address, date of birth, ethnic group and any relevant aspects of service provision will be shared between organisations that provide public sector services in Swindon and form together as the One Swindon Partnership. The One Swindon Partnership includes a range of public sector health care providers and local authority services.

For more details on the One Swindon Partnership and details of the organisations that are members please follow the link below:

<http://www.oneswindon.org.uk/bm/Pages/default.aspx>

Staff need the information so they can give the best advice possible and offer services. They might also use the information to let you know about opportunities and events that might interest you, or to review services and do research. Information for this purpose would not be presented in a way that enables personal identification.

We would only share information relating to your circumstances and/or individual

case information, if we thought it was appropriate to meet the needs of you and your family and to be able to offer you the best possible services.

We may also share some of your information that does not identify you for example type and dates of service provision with other organisations who have been commissioned by the public sector and the council to assist in research to improve the future provision of services.

We may also audit your personal data from time to time and include relevant third parties in the audit process in order to ensure that we maintain and improve the quality of the services you receive.

If you are concerned in relation to data sharing and would like to opt out of allowing us to share information, you can contact us by:

Email:

datamanager@swindon.gov.uk

or letter Data Manager, Adults and Children Performance and Data Management Team, Swindon Borough Council, Civic Offices, Euclid Street, SN1 2JH