

Privacy Notice

Hospital Episode Statistics (Pseudonymised)

This notice provides details of how City of Bradford Metropolitan District Council (CBMDC) receives and uses information about episodes of hospital care. For more general information about how CBMDC uses your information, please refer to the general 'Privacy Notice' on CBMDC website. You can find this here: <https://www.bradford.gov.uk/privacy-notice/>

Further information on relating to Bradford Public Health can be found here: <https://www.bradford.gov.uk/open-data/data-protection/public-health-privacy-notice/>

What is this information?

Information about hospital activity is supplied to local authorities by NHS Digital (source of data), electronically via an annual extract and contains data collected when someone is admitted to a hospital bed, attends as an outpatient, or attends an urgent care centre.

CBMDC has a Data Access Agreement with NHS Digital and data are supplied in accordance with section 261 of the Health and Social Care Act 2012, and Regulation 3 of the Health Service (Control of Patient Information) Regulations 2002.

Data supplied are pseudonymised. This means that there is a process by which information within a data record that may identify an individual are replaced by artificial identifiers, or pseudonyms which means that individuals are no longer identifiable. Information held includes age, method of admission, source of admission, diagnosis codes, procedure and investigation codes, area of residence, hospital attended, date of attendance, and GP practice of patient. More information on this dataset can be found here: <http://content.digital.nhs.uk/hes>.

Who uses this information?

Employees who use this information are Public Health Intelligence Analysts and Specialists working in the Public Health department of CBMDC. The information is processed by IT professionals (data recipients) within the CBMDC IT department. These employees who do not use the information for any purpose other than to make it available for Public Health professionals. The information is not shared with other departments or organisations.

What authority does CBMDC have to collect and use this information?

Under the General Data Protection Regulations, CBMDC collects and uses this information under powers given to Local Authorities (council's). The following categories of lawfulness apply:

- Processing is necessary for reasons of public interest in the area of public health
- Processing is necessary to protect the vital interests of a data subject or another person
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

What does CBMDC do with this information?

This information is used for the purposes of statistical analysis, monitoring of population health in Bradford and District. This helps us to make decisions about how we will serve our population in future.

Our analysis allows us to monitor how different parts of the health system work together, and to understand why people need health services locally, how these needs change over time and how

they vary across the district. This, in turn, enables the Public Health department of CBMDC to fulfil its legal requirement to provide public health advice and support to the NHS locally.

This information is used by CBMDC to develop publicly available reports, such as the Joint Strategic Needs Assessment, the Joint Health and Wellbeing Strategy and other in-depth pieces of work.

We sometimes start new pieces of analysis, looking into the connections between different elements of the data. We might, for instance, begin to look at how admission rates differ across the district as a whole. When this analysis is used for decision-making purposes, we will always make the analysis publicly available.

Do any 'person identifiable data' appear in the dataset?

No person-identifiable information is used in the HES dataset, because of the pseudonymisation techniques referred to on the first page of this Privacy Notice. Numbers and rates in published reports based are risk-assessed to minimise the possibility that individuals can be identified. This tends to mean that reports do not include numbers smaller than five – and a variety of techniques¹ can be employed to ensure this does not happen.

Why do we use this information?

This information is used to ensure that health, social care and public health services address local health needs and are focused on reducing health inequalities (unjustifiable differences in health status).

Who are we likely to share this information with?

As stated elsewhere, we take care to ensure this dataset is managed by IT professionals who, in turn, ensure the information is not disclosed to anyone outside of the Public Health department. In extreme circumstances, CBMDC may have a legal requirement to do share some of the information with other organisations. This would occur if for example disclosure is necessary to protect a person from suffering significant harm, or to prevent or detect crime.

How do we keep this information secure?

Information is held in a secure database by CBMDC's IT department. The database is subsequently made available only to Analysts and other information specialists working in the Public Health department of CBMDC.

How long do we keep this information?

This information is retained on secure IT servers for 10 years, then removed on an annual basis.

What are your rights?

You have the right to request CBMDC to stop processing your personal data in relation to any council service. Wherever possible, we will seek to comply with your request but we may need to hold or process information in connection with one or more of the Council's legal functions.

If you have any questions about our use of these data, if you wish to request a copy of the information we hold about you, if you wish to complain or if you wish to discuss your rights in

¹ These include lengthening time series (eg reporting over 2 years instead of 1); merging categories (eg combining neighbouring wards) or simply replacing small numbers with an indicator such as '<5'.

relation to opting out from these processes, please contact the Corporate Information Officer- Dani Mistry, by email at gdpr@bradford.gov.uk or by post to Information Governance Team, CBMDC, 1st Floor, Britannia House, Bradford, BD1 1HX.

If you have concerns about the use of your personal data, you may contact the Information Commissioners Office (the ICO). The ICO is an independent body set up to uphold information rights in the UK. They can be contacted through their website: www.ico.org.uk, through their helpline (0303 123 1113) and in writing at their head office: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.