

Referral Support Service (RSS) – GP Practice Referrals

Purpose	When it has been identified by your GP that you require further diagnosis and/or treatment/care your GP will make a referral to a secondary care service. For some specialties your referral will be reviewed by an independent specialist doctor to ensure that you receive the most effective care. The ICB Referral Support Service manages this process on behalf of Nottingham and Nottinghamshire GP practices in Greater Nottingham, South Nottingham and Nottingham City.
Type of Information	Identifiable - Personal data (name, address, D.O.B, NHS number) and special category data (medical details)
How we will collect and use the Information	<p>The Referral Support Service accesses information held within the NHS e-Referral Service. Where required a review of a copy of your GP referral against agreed clinical guidelines will be undertaken with the aim of ensuring you are seen by the right clinician, in the right place at the right time. The review will be undertaken by triage services commissioned by the ICB. Where clinical triage is not required the RSS team performs an admin check for mandatory form compliance.</p> <p>The ICB record's information on its in-house database which includes your name, address, contact details, NHS number, the nature of the referral and copies of correspondence for triage specialities.</p> <p>Whilst delivering the RSS Service the ICB acts as a Data Processor on behalf of GP practices.</p>
Who we will share the information with	<p>For triage specialities your personal data and medical details will be shared with the triage service provider. The triage service providers we use are;</p> <ul style="list-style-type: none"> Nottingham City Care – MOSAIC pathway (assessment and management of a range of musculoskeletal and non-musculoskeletal problems (e.g. orthopaedics, spinal, chronic pain & CFS/ME). Circle Nottingham – Trauma and Orthopaedic pathway East Midlands Medical Services- Ophthalmology Health Partners Health – Dermatology Primary Integrated Community Services – Gynaecology Nottingham University Hospitals- Gastroenterology

	In order to make an appointment with a secondary care provider your personal data and medical details will be shared with the provider
Legal Basis for Processing Personal Data	<p>In providing direct healthcare to you your GP practice will be relying on:</p> <p>6(1)(e) 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;</p> <p>9(2)(h) processing is necessary for the purposes of preventive or occupational medicine, for the assessment of the working capacity of the employee, medical diagnosis, the provision of health or social care or treatment or the management of health or social care systems and services on the basis of Union or Member State law or pursuant to contract with a health professional and subject to the conditions and safeguards referred to in paragraph 3</p> <p>Schedule 1 part 1 (2) of the DPA 2018 'Health or Social Care purposes'.</p> <p>See your GP practice privacy notice which should be available on the practice website.</p>
Common Law Duty of Confidentiality	Implied consent – obtained by your GP.
Data Processors	None
Your Rights	<ul style="list-style-type: none"> • To be informed about the processing of your information (this notice) • Access to the information held about you • Have the information corrected in the event that it is inaccurate • To restrict or stop processing • Object to it being processed or used • Not to be subject automated decision-taking or profiling <p>For access to information held by the ICB please contact your GP practice.</p>

	<p>For access to information held by the e-Referral Service please contact NHS England Privacy policy - NHS e-Referral Service - NHS Digital</p>
<p>How long we will keep the information</p>	<p>Your personal data will be deleted from our systems and files in line with the Records Management Code of Practice for Health and Social Care.</p> <p>https://digital.nhs.uk/data-and-information/looking-after-information/data-security-and-information-governance/codes-of-practice-for-handling-information-in-health-and-care/records-management-code-of-practice-for-health-and-social-care-2016</p>