

Research Functions Privacy Notice

This notice sets out how the Norfolk and Norwich University Hospitals NHS Foundation Trust (NNUH) (the “Trust”) will use your personal data, and your rights in relation to its Research Functions.

This notice supplements the information relating to our Research activities provided in the Trust’s full Patient Privacy Notice which is available at: <https://www.nnuh.nhs.uk/privacy-notice/>

Name of Data Controller	Norfolk and Norwich University Hospital, Colney Lane, Colney, Norwich NR4 7UY
Controller Contact	Data Protection Officer Email: info.gov@nnuh.nhs.uk

The Trust’s Research Function’s overall purpose is to improve health outcomes, services, and treatments for our patients.

Our teams help to develop new treatments and technologies, improve patient care, and make the health and social care system more efficient by running individual trials or collaborating with other providers in multi-site trials.

Purposes include:

- Screening and selection of research participants
- Donor engagement about interest in research participation
- Donor agreement about research participation
- Grants, contracts and sponsor management
- Storage of tissue samples (<https://biorepository.org.uk/>)
- Biorepository Consent Management (<https://biorepository.org.uk/>)
- Biorepository Data Management activities (<https://biorepository.org.uk/>)
- Archiving and preservation of records
- Applications to the Confidentiality Advisory Group (CAG) - Requesting approval to process confidential patient information for specific projects
- Satisfaction of National Data Opt Out (NDOO) decisions made by patients.

A. Legal Basis

The data protection lawful reasons for collecting or using personal information **to provide specific research related purposes (activities) are as follows:**

- **Statutory - Laws of Parliament**
 - [NHS Act 2006 \(s47 and s63\)](#)

- [Human Tissue Act 2004](#)
- [Public Records Act 1958](#)
- [Section 113 of the Care Act 2014](#)
- [Section 251 of the NHS Act 2006](#)

Data Protection Act 2018 and UK General Data Protection Regulation (GDPR)

Personal Data

- **Article 6(1)(c)** - Processing is necessary for compliance with a legal obligation to which the controller is subject.
- **Article 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.

Special Category Data

- **Article 9(2)(h)** - Processing is necessary for the provision of health or social care or treatment or the management of health or social care systems and services.
- **Article 9 (2)(j)** - processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes - **Archiving of data**

B. Who we share information with

- University of East Anglia (UEA)
- Quadrum Institute
- Earlham Institute
- John Innes Centre
- National Institute for Health Research (NIHR)
- The Sainsbury Laboratory
- REDCap as a data processor for Trust data management purposes
- Arkivum as a data processor for archiving purposes
- Achiever Medical as a data processor for data management purposes
- Medical Research Council
- Other National Health Service (NHS) Trusts
- Pharmaceutical and medical technology companies
- Commercial partners
- Research active universities (UK and International)

C. The information we use - Data requirements vary between projects but may include:

- **Personal Data:**

- First name
- Last name
- Email address
- Address
- Postcode
- Phone number
- Date of birth
- NHS number
- Hospital number

- **Special Category Data:**

- Race and ethnic origin
- Genetic data
- Health data

D. Where we receive personal information from

- Directly from you

E. How long we keep research information

- No longer than 30 years

F. Your Data protection rights

- Your Rights that are Applicable
 - Your right **of access** - You have the right to ask us for copies of your personal information.
 - **Your right to rectification** - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete.
 - **Your right to object** – You have the right to object - where the legal basis is a task carried out in the public interest or the exercise of official authority.
 - **Your right to restriction of processing** - You have the right to ask us to limit how we can use your personal information.
- The rights which are NOT applicable
 - Right to erasure
 - **Right to portability**

[You can read more about your data protection rights here](#)

- **To make a data protection rights request**, please contact rdoffice@nnuh.nhs.uk

G. Automated Decision Making

This does not apply in relation to the Trust's research activities.

H. How to complain

- **To us**

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact Data Protection Officer details at the top of this privacy notice.

If you have a concern relating to how a specific research project uses your data, please contact: rdoffice@nnuh.nhs.uk

- **To the UK Regulator on Data Protection**

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the Information Commissioner's Office (ICO).

The ICO's address:

- Information Commissioner's Office
Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
- Helpline number: 0303 123 1113
- Website: <https://www.ico.org.uk/make-a-complaint>

I. Biorepository Consent Management

To find out how Biorepository manage participants consent please contact rdoffice@nnuh.nhs.uk

J. Confidentiality Advisory Group (CAG):

There are certain circumstances when confidential patient information can be used for the benefit of research without patient consent.

To find out more about those circumstances and how they are applied please refer to the [Confidentiality Advisory Group \(CAG\)](#)

For details of relevant Trust research projects where consent has not been applied, please refer to our website <https://nnuhresearch.nnuh.nhs.uk/public-notices/>

K. National Data Opt Out

The National Data Opt-Out (NDOO) allows individuals to choose if data from their health records is shared for healthcare research.

To find out more about how the Trust manages the National Data Opt Out please refer to <https://www.nnuh.nhs.uk/publication/national-data-opt-out-privacy-notice>

