

# Privacy Notice

## Lateral Flow Tests

Updated: 20 April 2021

This document is to read in conjunction with the NHS Test and Trace Privacy Notice available here: <https://www.gov.uk/government/publications/coronavirus-covid-19-testing-privacy-information>.

### Ownership of the Personal Data

To enable the Covid-19 testing to be completed within Scarborough Disabled Swimming Group, we need to process personal data, including sharing of personal data where we have a legal obligation. Scarborough Disabled Swimming Group is the Data Controller for the data required for processing the tests and undertaking any actions which are needed to ensure we meet our public health and safeguarding legal obligations.

The legal basis for processing personnel data is:

- Article 6(1)(c) - Legal Obligation;
- Article 6(1)(d) - Vital Interest of the data subject and other people; and
- Article 6(1)(f) - Legitimate Interests of the venue, in order to help maintain a safe operating environment and to help fight any local outbreak of the Coronavirus.

Data Controllorship is then passed to the Department for Health and Social Care [DHSC] at the point that we transfer data to them.

### Personal Data involved in the process

We use the following information to help us manage and process the tests:

Personal data processed:

1. Whether the test is being taken at a test site or at home
2. Test kit URN (barcode of test kit)
3. The date and time that test will be taken
4. Subject date of birth
5. Subject name
6. Subject gender
7. Subject ethnic group
8. Subject ethnic background
9. Whether the Subject is displaying any coronavirus symptoms
10. The country the Subject lives in (Member of the UK)

11. Subject home postcode
12. Subject address line 1
13. Work OR Study Status – plus Industry, Occupation, Employer OR Study Grade, Institution, Institution Town
14. Whether the Subject has an email address and, if so, what that address is
15. Whether the Subject has a mobile phone number and, if so, what that number is
16. Whether the Subject has a landline phone number and, if so, what that number is
17. Whether the Subject knows their NHS number and, if so, what it is

Special category data processed:

Data concerning health:

- Ethnicity
- Date of test/s performed
- Time of test performed
- Lot number of test strip
- Result – Positive, Negative or Invalid

Other Information:

- Name or postcode of venue
- Reason for taking the test (Workplace testing)

We will only use information that is collected directly from you specifically for the purpose of the tests, even if you have previously provided us with this information.

How is this data collected (at home tests)?

When recording a test on the Department for Health and Social Care [DHSC] you, as the data subject or their representative enter the provide the required information.

How we store your personal information

The information will only be stored securely on local spreadsheets or another secure electronic means such as Test Register. It will also be entered directly onto DHSC digital services for the NHS Test and Trace purposes unless this process can be automated. SDSG will not have access to the information on the digital service once it has been entered.

Processing of Personal Data Relating to Positive test results

SDSG will use this information to enact our COVID isolation processes without telling anyone who it is that has received the positive test. The information will be transferred to DHSC, who will share this with the NHS. PHE and the Local Government will use this information for wider test and trace activities as well as statistical and research purposes.

This information is processed and shared under obligations set out in Public Health legislation under Regulations 3(1) and (4) of the Health Service (Control of Patient Information) Regulations 2002 (COPI) which allows the sharing of data for COVID related purposes.

For more information about what the DHSC do with your data please see their [COVID-19 Privacy Notice](#)

This information will be kept by SDSG for a period of twelve (12) months and by the NHS for eight (8) years.

### Processing of Personal Data Relating to Negative test results

The participant will report this to DHSC via the publicised online portal. SDSG does not retain any data.

### Data Sharing Partners

The personal data associated with test results will be shared with:

- DHSC, NHS, PHE – to ensure that they can undertake the necessary Test and Trace activities and to conduct research and compile statistical information about Coronavirus.
- Your GP – the NHS may share the information you provide with your GP to maintain your medical records and to offer support and guidance as necessary. Any data you provide to SDSG will not be shared with your GP.
- Local Government to undertake local public health duties and to record and analyse local spreads.
- Test Register – to collate tests and the allocation of test kits.

Personal Data in SDSG's test kit log will be shared with DHSC to identify which test kit has been given to which individual in the event of a product recall.

### Your Rights

Under data protection law, you have rights including:

**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 rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** – You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** – You have the right to ask us to restrict the processing of your personal information in certain circumstances.

**Your right to object to processing** – You have the the right to object to the processing of your personal information in certain circumstances.

**Your right to data portability** – You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances. You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at the address below if you wish to make a request.

Data Protection Officer, C/O 13 Garfield Road, Scarborough, YO12 7LJ

Telephone: 01723 363600

Email: [dataprotection@sdsg.org.uk](mailto:dataprotection@sdsg.org.uk)

### How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us by contacting the Trust at the above address. You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Helpline number: 0303 123 1111