



NHS

Portsmouth Hospitals
NHS Trust

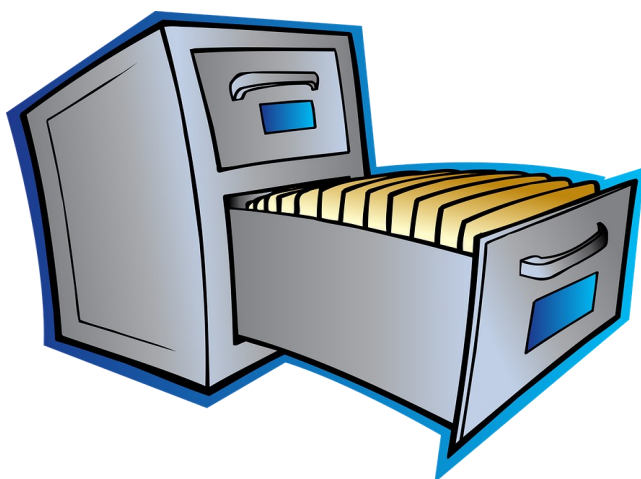
Children & Young Persons

Privacy Notice

You have come to Portsmouth Hospitals NHS Trust for medical care and treatment. This hospital cares for thousands of adults, children and babies every day.

To care for you properly and safely, the hospital needs to know things about you and your family. The hospital collects information such as your name and birthday, where you live and who you live with. The hospital also collects information about your health from your GP and other people involved with your care.

The hospital collects this information to help us find out what you need and make decisions on how to treat you safely. It also prevents us asking for the same information over and over. We keep your information in a paper health record and on computers.



The hospital will share your

information with people who we employ to take care of you (nurses, doctors, ward clerks, dieticians, physiotherapists and many more). We may also have to share your information with people outside of the hospital who need to look after you when you go home (GP, school, social workers, the police etc). We will only share your information outside the hospital if we have a lawful basis to do so.

The hospital will keep your information safe until you visit us again. We need to keep your information until your 26th birthday as proof of the care we gave to you.



If you or your carers would like to see your health record please ask your nurse or doctor to go through them with you.

If you or your carers would like a copy of your health records, please contact the Subject Access Request Team on 02392 681160.

If you think that the information written in your health record is not correct, please speak with your nurse or doctor.

If you have a complaint or concern about how the hospital has handled your information you may contact the Information Governance Department on 02392 286000 ext. 3708. You may also wish to contact the Patient Advice and Liaison Service (PALS) or the Complaints Department.

If you would like further advice or to report a concern you may also contact the

Information Commissioner's Office

Wycliffe House, Water Lane

Wilmslow, Cheshire

SK9 5AF

0303 1231113

<https://ico.org.uk/concerns>



*Working together
for Patients*



*Working together
with Compassion*



*Working together
as One Team*



*Working together
Always Improving*

Working together to drive excellence in care for our patients and communities