

DATA OPT OUT

1. WHAT IS THE NATIONAL DATA OPT OUT

The National Data Opt-Out allows patients to choose whether their confidential patient information is used for purposes beyond their individual care and treatment, such as research and service planning.

Cygnet is committed to respecting patients' choices and complying with all applicable legal and regulatory requirements relating to the National Data Opt-Out.

2. WHEN DOES IT APPLY

The National Data Opt-Out only applies when confidential patient information is being disclosed for purposes other than an individual's direct care, and where no other legal exemption applies.

It does **not** apply to:

Direct care and treatment.

Safeguarding or public protection.

Disclosures required by law.

Other situations where a legal exemption permits or requires the information to be shared.

3. DATA PROTECTION OFFICER (DPO)

We have a Data Protection Officer (DPO) to oversee our compliance with Data Protection Law.

If you have any concerns or questions about our use of data opt out, you can contact our DPO by emailing dataprotection@cygnethealth.co.uk or posting a letter addressed to Data Protection Officer, Cygnet Health Care, Southside Building, 31 Hurst St, Birmingham, B5 4BD. If you are a pupil at one of our schools and need help to do this, please ask your teachers, parents or carer for support.

4. STAFF RESPONSIBILITIES

Before disclosing confidential patient information for purposes other than direct care, staff must:

Consider whether the National Data Opt-Out applies.

Ensure an appropriate lawful basis for the disclosure.

Check whether any National Data Opt-Outs need to be applied.

Seek advice from the Information Governance or Data Protection Team if unsure.

Failure to consider the National Data Opt-Out where applicable may result in unlawful disclosure of confidential patient information.

If you have any queries re data opt out please reach out to the Data Protection Officer mentioned above.