



Privacy Notice for Professionals Visiting our Care Homes

Introduction

This privacy notice gives a summary of how and why MacIntyre (“we”) process personal information (“data”) about you and your rights in relation to that information. All of MacIntyre’s privacy notices are available on our website <https://www.macintyrecharity.org/>.

At MacIntyre, we are committed to protecting any personal and/or private information that you share with us. It is important that you know when, why and how we do this.

What data do we hold about you?

So that we can provide a safe and professional service, we need to keep certain records about you. We may record the following types of data:

- Your basic details and contact information e.g. your name, work phone number and email address, and work location;
- A record of whether we have checked your vaccination status or your exemption status. We don’t keep a copy of the proof of vaccination or exemption or the reason why you might be exempt.

Why do we hold this data?

We require this data to meet our obligations under [the Health and Social Care Act 2008 \(Regulated Activities\) \(Amendment\) \(Coronavirus\) Regulations 2021](#)

We may also process other data about you with your consent. If we need to ask for your permission, we will offer you a clear choice and ask that you confirm to us that you consent. We will also explain clearly to you what we need the data for and how you can withdraw your consent.

This data is only shared with CQC as we have a legal obligation to share this with them.

How do we store your information and for how long?

We make sure that we have the right controls in place to protect your personal details, whether we hold them on paper or digitally. We will normally hold your information for as long as you have an active relationship with us or until you ask us to get rid of it. However, where your involvement in discussions or decisions about the care of a person we support has been recorded in their care record, the Department of Health says that we must keep this information for 8 years after we stop supporting the person.



Your rights

Under UK data protection law, you have rights over the personal information we hold over you. These are:

- 1 The right to be informed
- 2 The right of access
- 3 The right to rectification
- 4 The right to erasure
- 5 The right to restrict processing
- 6 The right to data portability
- 7 The right to object
- 8 Rights in relation to automated decision making and profiling.

You can find summaries of what these rights mean on the [ICO website](#).

How can you find out what information we hold about you?

You have the right to ask for a copy of the information we hold about you. To do this, please send a letter, including proof of your identity, saying what information you want to see to:

Claire Toombs
MacIntyre
602 South Seventh Street
Milton Keynes
Buckinghamshire
MK9 2JA

or email data.protection@macintyrecharity.org.

Complaints

You can make a complaint or raise a concern about how we process your personal information through the [feedback section of our website](#).

You also have the right to complain about any use of your personal information with the Information Commissioners Office. You can contact them through [their website](#) or by calling 0303 123 1113.