**SINEPOST study privacy notice**

The University of Sheffield will not obtain directly identifiable data for this research (such as names, addresses, dates of birth and NHS numbers) however, we are processing personal data.

The handling of personal data is controlled by the General Data Protection Regulation (GDPR) and associated legislation.

The following information explains in detail how and why we are processing your personal data and explains your legal rights. Please also see the [**University’s Privacy Notices**](https://www.sheffield.ac.uk/govern/data-protection/privacy/general). We have obtained approval from both the [**NHS Research Ethics Service**](https://www.hra.nhs.uk/about-us/committees-and-services/res-and-recs/) and the [**NHS Health Research Authority Confidentiality Advisory Group (CAG)**](https://www.hra.nhs.uk/approvals-amendments/what-approvals-do-i-need/confidentiality-advisory-group/) before obtaining any data. General information on Data Protection law is available from the [**Information Commissioner’s Office**](https://ico.org.uk/).

1. **The contact details of the data controller:** School of Health and Related Research, The University of Sheffield, Regent Court, 30 Regent St, Sheffield. S1 4DA
2. **The contact details of the data protection officer:**Data Protection Officer, The University of Sheffield, Western Bank, Sheffield S10 2TN - dataprotection@sheffield.ac.uk
3. **Data sources and data recipients:** Identifiable patient information (full name, NHS number, date of birth, date of death and unit level postcode) is being sent from Yorkshire Ambulance Service to NHS Digital for linkage to Emergency Department (ED) data. This data covers all patients assessed by a paramedic and transported to an ED in Yorkshire between July 1st 2019 and February 29th 2020. NHS Digital are then providing the SINEPOST research team at the University of Sheffield with non-patient identifiable ED episode health data linking individual patient journeys from paramedic assessment to ED admission. No directly identifying information (such as name, date of birth, address or NHS number) will be transferred to The University of Sheffield, only demographic (age, gender, date of incident and hospital) and clinical information. No individual level data will be transferred outside of the University of Sheffield, including to any third countries or international organisations.

As the University of Sheffield does not have access to direct identifiers, it is not possible to identify information that the University holds about you in relation to this research. Yorkshire Ambulance Service NHS Trust and NHS Digital will check their data for any patients who have registered for the NHS ‘National data opt-out’ and remove any patients as necessary before the transfer of data. Patients can view or change their national data opt-out choice at any time by using the online service at [**www.nhs.uk/your-nhs-data-matters**](https://www.nhs.uk/your-nhs-data-matters/).

1. **The purposes of the data processing:** The University of Sheffield are conducting research into the factors which indicate whether an ambulance-transported attendance at an ED was avoidable. The aim of the research is to use the linked data to ultimately create a tool which can be used by paramedics on scene, helping to inform their decision as to whether the patient needs to be transported to an ED or not.
2. **The retention periods for the personal data:**Data collected during the study will be permanently deleted following the study completion in 2022.
3. **The GDPR lawful bases for the data processing:**Research involving living humans:
	1. ​​​​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
	2. Article 9 (2) (j): processing is necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes in accordance with Article 89(1) based on Union or Member State law which shall be proportionate to the aim pursued, respect the essence of the right to data protection and provide for suitable and specific measures to safeguard the fundamental rights and the interests of the data subject
4. **The right to lodge a complaint with a supervisory authority.**
If you feel that the University has not dealt correctly with your personal data you can complain to the [**Information Commissioner’s Office**](https://ico.org.uk/make-a-complaint/).
5. **The details of the existence of automated decision-making, including profiling:**The data will not be used for automatic decision making. The context of the derived tool will be for decision-support. This means that the paramedic retains the decision-making authority with patients. This project aims to research whether the information the paramedic usually collects on scene can be useful in creating a tool. This can then be used to support a clinical decision of whether to take a patient to hospital.