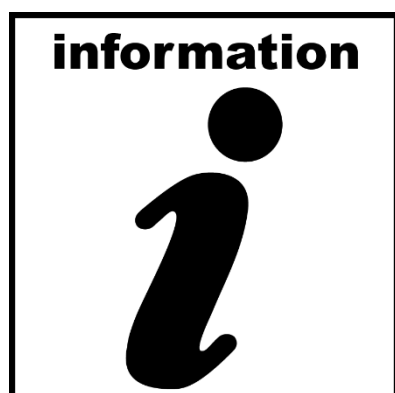




Patient Privacy Notice

Easy Read Version

Version: 4

Date: June 2026

This Privacy Notice will explain:

- [Who we are](#)
- [What information we collect about you](#)
- [Why we collect your information](#)
- [Who we share your information with](#)
- [Further information about information we collect and share](#)
- [Choices you can make about your information](#)
- [Choices you can make about your information: Research and Planning](#)
- [How we keep your information safe](#)
- [How long we keep your information for](#)
- [Mobile Applications](#)
- [How you can see the information we hold about you](#)
- [How to raise a concern](#)
- [Data Protection Officer](#)

This information is also available on our website:

<https://www.hdft.nhs.uk/privacy-notices/patients-easy-read/>



Who we are

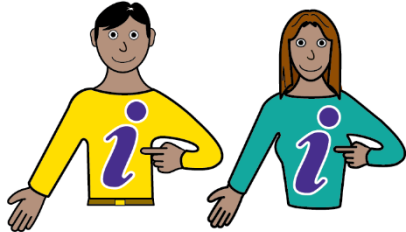
Harrogate and District NHS Foundation Trust is responsible for looking after the data we hold about you.

We are registered with the Information Commissioner's Office (ICO), who are the UK's regulatory body for data protection.

Our ICO registration number is: Z7089698

What information we collect about you

information about me



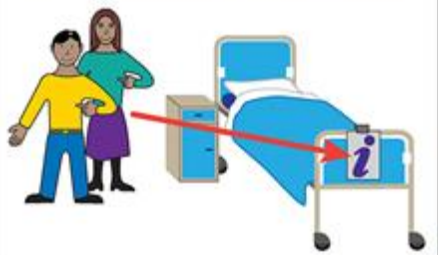
We collect:

- your name, address and date of birth
- phone numbers and email address
- who you live with and who looks after you
- racial or ethnic origin
- religious or philosophical beliefs
- sex life or sexual orientation
- information about your health and the care you receive
- information about you from other health or social care professionals
- your image, as some of our buildings have CCTV and body-worn security cameras
- if you are using the NHS as a visitor who lives in a different country
- payment details

name address telephone



my information



Why we collect your information



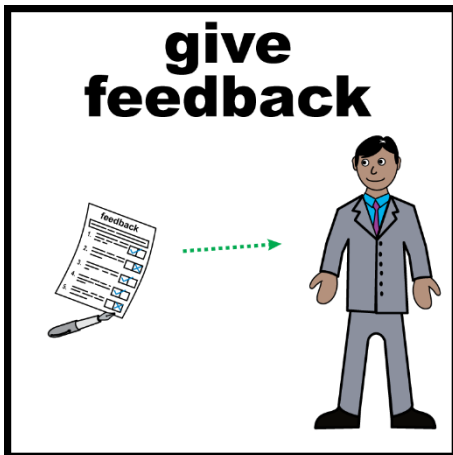
We collect your information so we can:

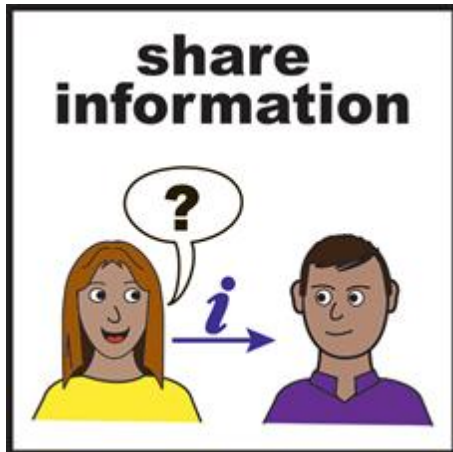
- give you the right treatment and care
- contact you about appointment dates
- contact you for feedback about the care you have received
- review and improve our services and to help train our staff
- review any complaints or incidents

contact



give feedback





Who we share your information with

Sometimes we will need to share your information with other people who are looking after you. This can include:

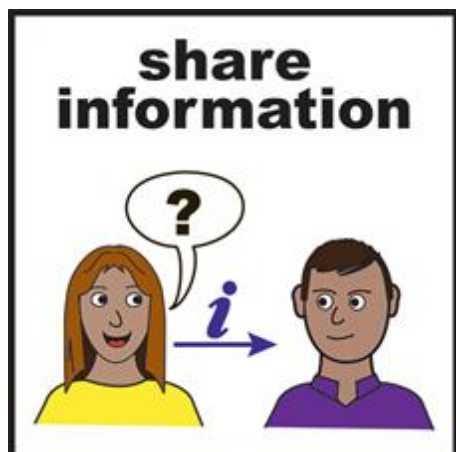
- GP
- dentist or optician
- other hospitals
- care homes or nursing homes
- social services
- education
- other private or voluntary organisations who support with your care

Your information can also be used for research and to help plan and improve health services.

Your information can be shared through secure systems and platforms such as:

- SystmOne
- Yorkshire and Humber Care Record
- Great North Care Record
- Summary Care Record

Please see section about choices on page 7 for further information.



Further information about information we collect and share

Friends and Family Test

<https://www.nhs.uk/using-the-nhs/about-the-nhs/friends-and-family-test-fft/>

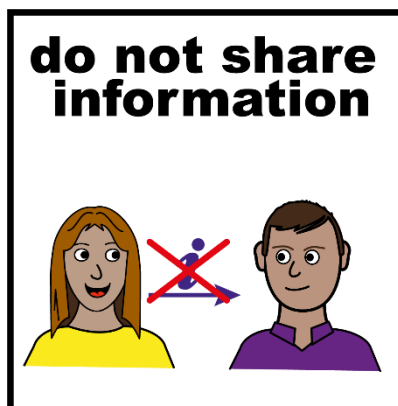
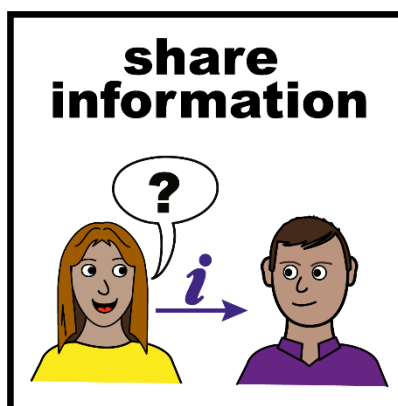
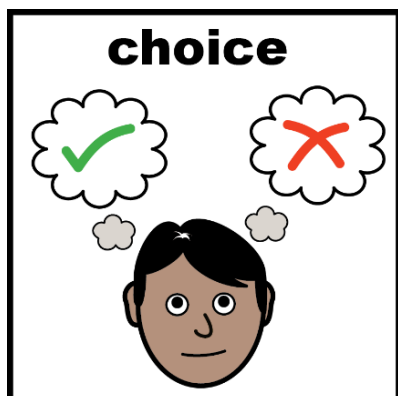
National Child Measurement Programme (NCMP)

<https://www.nhs.uk/live-well/healthy-weight/national-child-measurement-programme>

Overseas Visitors

<https://www.gov.uk/government/publications/what-happens-to-your-data-guidance-for-overseas-patients/what-happens-to-your-data-guidance-for-overseas-patients>

<https://www.gov.uk/government/publications/immigration-status-checks-by-the-nhs-guidance-for-overseas-patients>



Choices you can make about your information

If you are happy that your information is shared with other organisations who provide care for you, then you do not need to do anything.

SystemOne

- <https://tpp-uk.com/wp-content/uploads/2021/03/4e96dcf6fa71cca47e97fefb5406983a.pdf>
- Please speak to the member of staff involved in your care

Yorkshire and Humber Care Record

- <https://yhcr.org/your-privacy/information-governance/>
- hnf-tr.yhcr@nhs.net
- 0113 206 4102

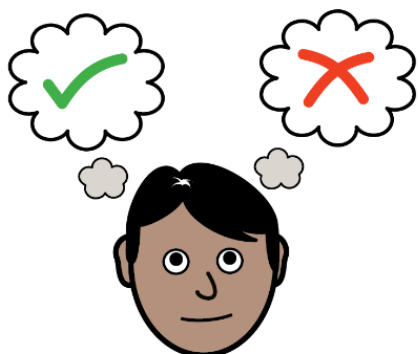
Great North Care Record

- <https://www.greatnorthcarerecord.org.uk/patients/>
- 0344 811 9587

Summary Care Record

- <https://digital.nhs.uk/services/summary-care-records-scr/summary-care-records-scr-information-for-patients>
- Please speak to your GP

choice

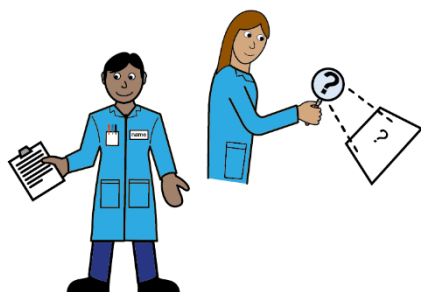


Choices you can make about your information: Research and Planning

If you are happy that your information is used for research and to help plan and improve health services, then you do not need to do anything.

- <https://www.nhs.uk/your-nhs-data-matters/manage-your-choice/>

research



- <https://digital.nhs.uk/services/national-data-opt-out/understanding-the-national-data-opt-out>

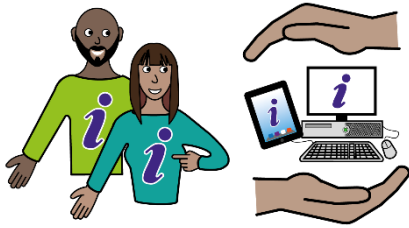
- 0300 303 5678

planning



How we keep your information safe

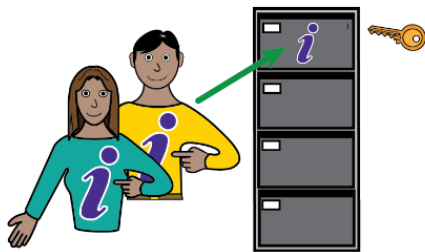
data protection



We take protecting your information very seriously.

We keep your information safe and private.

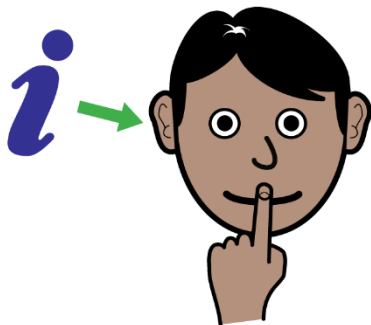
information kept safe



We only use and share your information when we need to.

We use security measures to keep your information safe from people who aren't supposed to access it.

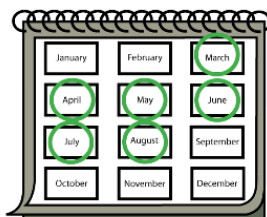
confidential



We have rules that explain to us how to keep your information safe.

Our staff complete data protection training.

how long



= ?



How long we keep your information for

We follow the NHS England's 'Records Management Code of Practice for Health and Social Care'.

This document tells us the minimum length of time that we need to keep your information for.

- <https://digital.nhs.uk/data-and-information/information-governance/guidance/records-management-code-of-practice>

Mobile Applications



Patients Know Best

Patients Know Best

Patients Know Best (PKB) is a secure online record of your health and care information.

You can access your information via the PKB website or via the NHS App.

- <https://www.hdft.nhs.uk/patients/patient-portal/>
- <https://patientsknowbest.com/register/>
- <https://www.nhs.uk/nhs-app/>

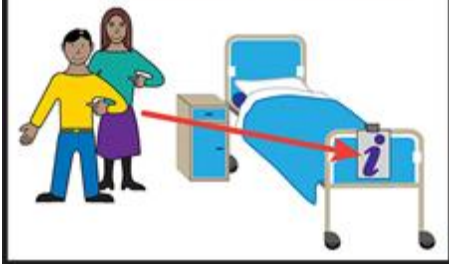


Harrogate District Foundation Trust Children's Health Service App

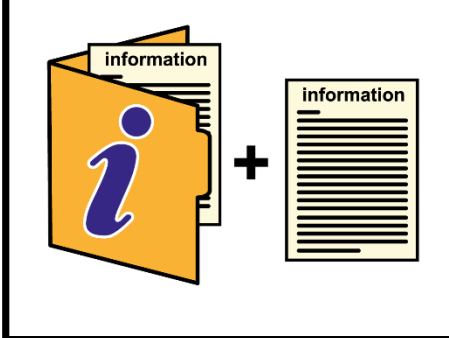
Our Children's Health Service app is to support patients and their families who receive care from our Children's Services.

- <https://hdftchildrenshealthservice.co.uk/download-our-app/>

my information



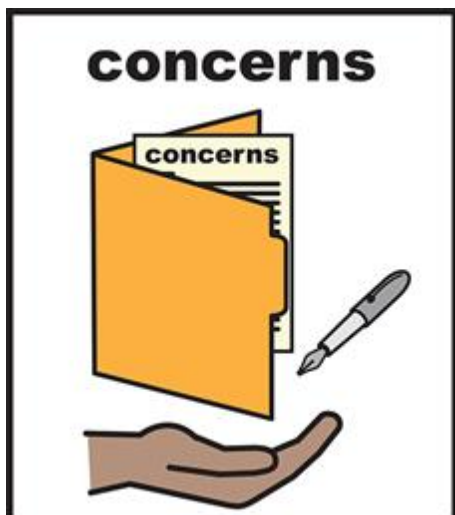
copy



How you can see the information we hold about you

If you would like to see your health information, please contact our Access to Health Records Team.

- <https://www.hdft.nhs.uk/patients/our-commitment/access-to-health-records/>
- hdft.accesstohealthrecords@nhs.net
- 01423 557469



How to raise a concern

If you believe that the information we hold about you is wrong or something is missing, please speak to the staff involved in your care.

If you have a concern about the use of your information, please contact our Patient Experience Team.

- <https://www.hdft.nhs.uk/patients/patient-experience/>
- hdft.patientexperience@nhs.net
- 01423 555499



If you are unhappy with the outcome of your concern you can contact the Information Commissioner's Office (ICO), who are the UK's regulatory body for data protection.

- 0303 123 1113
- www.ico.org.uk



Data Protection Officer



The Data Protection Officer is the person in our organisation who guides us about data protection and who makes sure that we are handling data in line with the law.

Our Data Protection Officer can be contacted by:

- hdft.dataprotectionofficer@nhs.net

- Data Protection Officer

C/O Trust HQ

Harrogate and District NHS Foundation
Trust

Harrogate District Hospital

Lancaster Park Road

Harrogate

North Yorkshire

HG2 7SX



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