

Privacy Notice

Northern Ireland Healthcare Professional Codes (NIHPC)

Data Controller Name: Department of Health (DoH), Digital Health and Care NI (DHCNI), Coding and Standards Team
Address: 12-22 Linenhall Street, Belfast, BT2 8BS
Email: HSCDataStandards@hscni.net

Data Protection Officer Name: Charlene McQuillan
Email: DPO@health-ni.gov.uk

Why are you processing my personal information?

We are required to process your personal information, as a Healthcare professional in order to provide you with a unique Northern Ireland Healthcare Professional (NIHCP) Code for use on digital systems within Health and Social Care.

In order to be assigned an NIHCP Code clinicians must provide their personal contact details and professional body registration details. This will allow Digital Health Care Northern Ireland (DHCNI) to allocate a NIHCP Code and communicate this to the relevant HSC systems.

The lawful basis for processing personal information for this purpose is covered under article 6(1)(e) of the UK General Data Protection Regulation (GDPR), as DHCNI processes this information as part of its public task and functions.

What categories of personal data are you processing?

The following personal data will be processed:

- Full Name
- Consolidated Server ID (which is linked to your IT login)
- HSC Trust of employment
- Healthcare Professional Registration Body
- Healthcare Professional Registration Number
- Contracted Main Specialty (where appropriate)

Where do you get my personal data from?

Applications for an NIHCP Code will be sought through a designated form on SharePoint which will be completed by each individual Healthcare professional.

DHCNI may also receive personal information from the encompass programme to allow the bulk allocation of NI HCP Codes.

Do you share my personal data with anyone else?

Your data will be shared with a number of HSC organisations including:

- Business Services Organisation (BSO)
- Public Health Agency (PHA)
- Belfast Health and Social Care Trust
- Northern Health and Social Care Trust
- Southern Health and Social Care Trust
- South Eastern Health and Social Care Trust
- Western Health and Social Care Trust
- Northern Ireland Ambulance Service

This will be used for the purpose of identifying healthcare professionals consistently across organisational boundaries and systems. The sharing of this information also facilitates interoperability between systems.

Do you transfer my personal data to other countries?

Your data will not be transferred outside of the UK.

How long do you keep my personal data?

We will only retain your data for as long as necessary and will delete or anonymise personal data when it is no longer needed for the purposes stated above. Your data will be managed in line with our approved retention and disposal schedules set out within [Good Management, Good Records](#).

What rights do I have?

- You have the right to obtain confirmation that your data is being [processed, and access to your personal data](#)
- You are entitled to have personal data [rectified if it is inaccurate or incomplete](#)
- You have a right to have personal data erased and to prevent processing, [in specific circumstances](#) (however this right does not apply to the processing of NIHCP Code data)
- You have the right to 'block' or suppress processing of personal data, [in specific circumstances](#)
- You have the right to data portability, [in specific circumstances](#)
- You have the right to object to the processing, [in specific circumstances](#)
- You have rights in relation to [automated decision making and profiling](#) (however this right does not apply to the processing of NIHCP Code data)

How do I complain if I am not happy?

If you are unhappy with how any aspect of this privacy notice, or how your personal information is being processed, please contact *Department Data Protection Officer* using the details above.

If you are still not happy, you have the right to lodge a complaint with the Information Commissioner's Office (ICO):

Information Commissioner's Office

Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113

Email: ni@ico.org.uk

[ICO Complaints Form](#)