

Privacy Notice – Consultation on reforming the Northern Ireland Clinical Excellence Awards Scheme (CEA)

Data Controller Name: Workforce Policy Directorate (DoH)
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Data Protection Officer Name: Charlene McQuillan
Email: DPO@health-ni.gov.uk

Being transparent and providing accessible information to individuals about how we may use personal data is a key element of the Data Protection Act (DPA) and the UK General Data Protection Regulation (UK GDPR). The Department of Health (DoH) is committed to building trust and confidence in our ability to process your personal information and protect your privacy.

Purpose for processing

We will process personal data provided in response to consultations for the purpose of informing the development of our policy, guidance, or other regulatory work in the subject area of the request for views. We will publish a summary of the consultation responses and, in some cases, the responses themselves but these will not contain any personal data. We will not publish the names or contact details of respondents, but will include the names of organisations responding.

If you have indicated that you would be interested in contributing to further Department work on the subject matter covered by the consultation, then we might process your contact details to get in touch with you.

Lawful basis for processing

The lawful basis we are relying on to process your personal data is Article 6(1)(e) of the UK GDPR, which allows us to process personal data when this is necessary for the performance of our public tasks in our capacity as a Government Department. We have not requested any special category data as part of this consultation. (Special category data is data which reveals racial or ethnic origin, political opinions, religious belief, health or sexual life/orientation).

How will your information be used and shared

We process the information internally for the above stated purpose. We don't intend to share your personal data with any third party. Any specific requests from a third

party for us to share your personal data with them will be dealt with in accordance to the provisions of the data protection laws.

What categories of personal data are you processing?

For the purposes of this Review, we are requesting the following information:

- Confirmation as to whether the response is on behalf of an individual or an organisation
- name of individuals/ organisation (we are collecting this to allow ongoing communication)
- Email address (we are collecting this to allow ongoing communication)

How long do you keep my personal data?

We will only retain your data for as long as necessary to process (i.e. until the Review has been completed) and in line with our Retention and Disposal Schedules set out in '[Good Management, Good Records](#)'.

What are your rights?

- 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](#)
- 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](#)

How do I complain if I am not happy?

If you wish to request access, object or raise a complaint about how we have handled your data, you can contact our Data Protection Officer using the details above.

If you are not satisfied with our response or believe we are not processing your personal data in accordance with the law, you can complain to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow Cheshire
SK9 5AF
Email: casework@ico.org.uk