

# DUBLIN NORTH CITY & COUNTY PROGRESSING DISABILITY SERVICES FOR CHILDREN & YOUNG PEOPLE AND GENERAL DATA PROTECTION REGULATION



How your personal information is collected and used for the provision of services by the Children's Disability Network Team



## OVERVIEW:

The Children's Disability Network Teams (CDNTs) respect your right to privacy and to the protection of your personal information.

The purpose of this leaflet is to explain how your personal information is collected and used for the provision of services in the CDNTs

CDNTs are made up of staff from the Health Service Executive (HSE), CRC, Daughters of Charity and St. Michael's House.

## Data Subjects Rights

You have the;

- right to access your personal information
- right to request CDNT's to correct inaccurate information or update incomplete information
- right to request we restrict the processing of information in certain circumstances
- right to data portability in certain circumstances
- right to object to processing personal information in certain circumstances
- right to be informed of what personal data we process

## Data Protection Law

The Law states we need a legal basis to process your personal information.

We process personal information in the exercise of our official authority. The official authority is vested through the Health Act 2004 (amended).



Processing is lawful where it is undertaken by or under the responsibility of;

- a health practitioner; or
- a person who, in the circumstances, owes a duty of confidentiality to the data subject that is equivalent to that which would exist if that person were a health practitioner (e.g.) CDNT administrator

The legal basis to process your personal data enables us to;

1. Provide the most appropriate service for your child and family;
2. Help us develop better services in the future; and
3. Manage our health systems and services.

## Type of Data Collected

Under Irish Data Protection law, the type of data collected has two parts; **Personal Data** and **Special Categories of Personal Data**.

**Personal Data (information)** includes contact details, date of birth, parent/carer names, addresses, telephone numbers and relationship to child, sibling names and ages and if they attend our services too.

**Special Categories of Data (information)** includes health data (e.g.) child's service notes, notes and reports about their health needs etc.



## How we obtain data?

Along with the information you provide us, we may obtain your information from a variety of sources including, for example, third parties like your GP, your social worker or your Public Health Nurse (PHN).

## Who has access to your child's information?

- A small number of support and administration staff
- Staff from the Health Research Board (HRB) via the National Abilities Support System (NASS)
- Approved IT suppliers who provide technical support to our CDNTs and are bound by confidentiality agreements and by data protection laws.



## What Do We Do With Information?

The data we collect is used to give a record to your child's CDNT. This record is used to work out the best way to provide your child with the highest quality support to their individual needs. Your child's data allows your CDNT to see what has worked to help your child in the past and helps them work out how best to support your child now and in the future.

We are committed to ensuring that your information is secure with us.



## Do you have any questions on how your data is stored?

Ask a member of your CDNT (e.g.) administrator, health and social care professional. They may not have an answer for you straightaway but will get back to you as soon as they can.

## Contact Details

You can also contact the Data Protection Officers (DPO) and their teams.

### Data Protection Officer (DPO)

#### St. Michael's House

Deirdre Bolton

#### Central Remedial Clinic

Erin Lynch

#### Daughters of Charity

Marie Grimes McGrath

#### HSE

Deputy DPO Dublin North East

### Contact Details

dpo@smh.ie  
087 2275636

dpo@crc.ie  
087 1757868

info@docservice.ie  
086 8189201

ddpo.dne@hse.ie  
046 9251265 / 049 4377343