

## Who will we share your data with?

We share anonymised demographic information with the organisation that funds the project so they can monitor our contract, but we do not share any personal information with them.



### MHSDS

Over and above our usual Data Protection arrangements, as CW Mind receives funding from local Clinical Commissioning Groups (CCGs), the Local Authority and National Mind, we are required to provide information (GP surgery & NHS number) to NHS Digital via the Mental Health Services Data Set (MHSDS) which supports access rates into mental health services. If you would like to opt out of this, please ring NHS Digital Contact Centre on 0300 303 5678.

You can find out more about MHSDS here: <https://www.nhs.uk/your-nhs-data-matters/>

## What are my rights?



### Right to access

You can have a copy of the data we hold about you.

### Right to erasure or to remove consent

You can ask us to remove your data - if we can, we will destroy it.

### Right to be correct

If the data we hold for you is wrong, tell us, we will update it.

### Right to be informed

This flyer highlights the basic information about the data we keep. If you want more information please ask by contacting our head office on 024 7655 2847.

## General Data Protection Regulation (GDPR)



## How we use information about you

### Children & Young People's Services

### Rise Service (Warwickshire)

### Emotional Wellbeing & Children Looked After

## What is Data Protection Act 2018?

The Data Protection Act 2018 is the name of the UK law that aims to protect the rights of individuals in respect of their data.



## Why have I got this leaflet?

This leaflet tells you what you need to know about how we handle your data.

## Who are we?

We're Coventry and Warwickshire Mind, the mental health charity. We're here to make sure anyone with a mental health problem has somewhere to turn.

## Where will we get the data from?

From you, from anyone concerned about your mental health and anyone you want us to talk to.



## What do we keep?

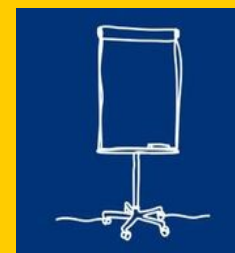
We only keep information about you that we need to support you with your mental health.

We will also use questionnaires to monitor the effectiveness of our service.

By law, data needs to be kept until you are 21. Any data about safeguarding has to be kept until you are 24.

## How will we keep the data?

We keep your data in your legitimate interests, which means we do not need to have your signed consent to keep your data. We keep special category data (e.g. ethnic origin) with your consent. We collect the data on forms and transfer it onto our secure database (Carenotes). Any paper documents are destroyed as soon as possible after the information is transferred to CW Mind's database.



## How will the data be used?

We use your data to help us to provide the best services for you.

We use your data to help monitor our service, and to conduct research into our effectiveness.

CW Mind don't use any data that could be used to identify you in our own research.