

YORKSHIRE MINERS' WELFARE CONVALESCENT HOMES

(YMWCH)

(Registered charity no 230638)

Thornycroft Centre

Halfpenny Lane

Pontefract

WF8 4AY

Telephone no:- 01977 703384

General Data Protection Regulation (GDPR) : Beneficiary Consent Form

Permission to store and process your data

To help with your convalescent application we need to record your details. These details may include personal and sensitive data.

To comply with the General Data Protection Regulation (GDPR) which came into force on 25 May 2018 and replaced the Data Protection Act (1998) we must ask for your permission to store and process your personal and sensitive data.

Please return this completed consent form with your convalescent application form.

I/We give my/our consent to YMWCH recording sensitive personal information about me/us

Full Name			
Signature		Date	

Full Name			
Signature		Date	

Overleaf are some key statements about our data protection and privacy policy.

General Data Protection Regulation (GDPR)

What is personal and sensitive data?

Personal data is data which can be used to identify you. This may include your name, date of birth, address, telephone number etc. YMWCH will only request the information required to assess your entitlement to convalescent benefit.

Sensitive personal data is information related to any of the following: racial or ethnic origin, political opinions, religious beliefs, trade union membership, health including personal medical details, sexuality or sex life, offences and/or convictions.

Where will you store my data?

Your personal details will be stored in an electronic database system accessed only by employees of YMWCH and CISWO. Paper copies of your data will be stored securely and only accessed by employees of YMWCH and CISWO. The paper details are shredded in due course.

How will you use my data?

Your data will be used for the purpose of assessing your entitlement to convalescence and your medical requirements in order that YMWCH can take into account your individual circumstances when providing convalescent benefit.

Can I withhold my consent?

Yes, however YMWCH will not be able to assess your convalescent entitlement without this consent. You may, however, withdraw consent and request that your personal details be removed from our database at any time by contacting YMWCH staff although this may preclude you from being offered convalescent benefit in the future.

What is a Data Controller?

A data controller is someone who is responsible for your data and who must make sure that your data is processed according to the law. For example they are responsible for making sure that the information held about you is accurate, kept secure and not divulged to any third party without your consent. For the purposes of the General Data Protection Regulation the regional trust administrator is the data controller directly responsible to the secretary and trustees of YMWCH.

Why might you share my personal and sensitive personal data? Who will you share it with?

We will only ever share your information with your permission and will give reasons for requesting this permission (unless required to do so by law).

How long will YMWCH retain your personal information

YMWCH will not retain information for any longer than is necessary and will delete your details from the electronic database if we have not heard from you for over 10 years or if you withdraw your consent prior to that time.

Obtaining the information we hold about you

Under the General Data Protection Regulation you have a right to request a copy of your information and to correct any inaccuracies. If you would like a copy of the information YMWCH hold about you, please write to YMWCH, Thornycroft Centre, Halfpenny Lane, Pontefract. A fee of £10 is payable and cheques should be made payable to 'YMWCH'.