

Cemaes Bay Dental Practice General Data Protection Regulations

Data Audit

Business Function		Purpose	Categories of Individuals	Lawful Basis for Processing	Categories of Personal Data	Recipients	Third Countries (outside EEA)
1.	Healthcare provision including diagnosis, care and treatment	Provision of high quality, safe effective and personalised care	<ul style="list-style-type: none"> • Current patients • Prospective patients • Former patients • Carers/parents 	<p>Legitimate interest</p> <p>Legal Duty [<i>for NHS care and treatment</i>]</p>	<ul style="list-style-type: none"> • Name • Address/contact details • Date of birth • NHS number • Dental Plan registration • Health condition • Diagnoses • Care and treatment • X-ray films • Photographs • Special tests 	<ul style="list-style-type: none"> • Data Subjects, their authorised carers, advisors and trustees • Referral practices • Hospitals • Laboratories • Software companies (patient data) • Dental Plan company • Insurers • NHSBSA 	<i>Cloud storage backup (Compliant with GDPR requirements)</i>
2.	Employment of staff	<p>Lawful employment, taxation, pensions administration</p> <p>Performance management</p> <p>Skills maintenance and enhancement</p> <p>Disciplinary and grievance procedures</p>	<ul style="list-style-type: none"> • Staff members • Prospective staff members • Former staff members 	<p>Fulfilment of contract</p> <p>Legal Duty</p>	<ul style="list-style-type: none"> • Name • Address/contact details • Date of birth • Health condition (e.g. medical certificates) • National Insurance number • PAYE • Employment data 	<ul style="list-style-type: none"> • Data Subjects • Department of Work and Pensions • HM Revenue and Customs • Healthcare Regulators • Software companies (payroll systems) 	<i>Cloud storage Backup (Compliant with GDPR requirements)</i>

Business Function		Purpose	Categories of Individuals	Lawful Basis for Processing	Categories of Personal Data	Recipients	Third Countries (outside EEA)
3.	Clinical care (by contracted third parties)	Contractual fulfilment Provision of high quality, safe, effective and personalised care	<ul style="list-style-type: none"> Self-employed associate dentists Self-employed dental care professionals 	Fulfilment of Contract	<ul style="list-style-type: none"> Name Address/contact details Date of birth Health condition 	<ul style="list-style-type: none"> Data Subjects Authorised advisers (e.g. solicitors, accountants) NHSBSA 	<i>Cloud storage Backup (Compliant with GDPR requirements)</i>
4.	Business management	Contractual fulfilment Lawful, effective and sustainable business management	<ul style="list-style-type: none"> Maintenance contractors Accountants (individuals) Solicitors (individuals) 	Fulfilment of Contract	<ul style="list-style-type: none"> Name Address/contact details 	<ul style="list-style-type: none"> Data Subjects Past/prospective owners of the business HM Customs and Revenue 	<i>Cloud storage Backup (Compliant with GDPR requirements)</i>
5.	Appointment Reminders	Business Management	<ul style="list-style-type: none"> Current patients Prospective patients Former patients Carers/parents 	<i>Consent opt-in</i>	<ul style="list-style-type: none"> <i>Name</i> <i>Address</i> <i>Date and time of appointments</i> 	<ul style="list-style-type: none"> <i>Data Subjects</i> 	<i>N/A</i>
6	<i>[Any other purpose e.g. additional services offered]</i>						