

# General Data Protection Regulation (GDPR) Participant Information

## The Bridge-it Study



The EU General Data Protection Regulation (GDPR), along with the new UK Data Protection Act, will govern the processing (holding or use) of personal data in the UK.

You are receiving this as you are currently a participant on this clinical research study. The information below details what data is held about you and who holds or stores this.

University of Edinburgh and NHS Lothian are the co-sponsors for this study based in the United Kingdom. We will use information from you and/or your medical records in order to undertake this study and will act as the data controller for this study. This means that we are responsible for looking after your information and using it properly. The co-sponsors will keep identifiable information about you for 5 years after the study has finished.

As a University and NHS organisation we use personally-identifiable information to conduct research to improve health, care and services. As a publicly-funded organisation, we have to ensure that it is in the public interest when we use personally-identifiable information from people who have agreed to take part in research. This means that when you agree to take part in a research study, we will use your data in the ways needed to conduct and analyse the research study. Your rights to access, change or move your information are limited, as we need to manage your information in specific ways in order for the research to be reliable and accurate. If you withdraw from the study, we will keep the information about you that we have already obtained. To safeguard your rights, we will use the minimum personally-identifiable information possible.

### **Providing personal data directly e.g. verbally, in a questionnaire or from your care provider**

The NHS Board/Trust will use your name, date of birth and contact details to contact you about the research study, and make sure that relevant information about the study is recorded for your care, and to oversee the quality of the study. Individuals from the University and NHS Lothian and regulatory organisations may look at your medical and research records to check the accuracy of the research study. The NHS Trust/Board will pass these details to University of Edinburgh and NHS Lothian along with the information collected from you and/or your medical records. The only people in University of Edinburgh and NHS Lothian who will have access to information that identifies you will be people who need to contact you to do the follow up questionnaire/interview, to send the participant voucher, to send the GP letter (if you agree to this), to manage the study database or to audit the data collection process. The people who analyse the information will not be able to identify you and will not be able to find out your name, date of birth or contact details. Researchers approved by the University of Edinburgh and NHS Lothian and based at the University of Glasgow will have access to information that identifies you in order to conduct study interviews and a study process evaluation. The people who analyse the information will not be able to identify you and will not be able to find out your name, date of birth or contact details.

The University of Edinburgh and the NHS Board/Trust will keep identifiable information about you from this study for 5 years after the study has finished.

### Providing personal data indirectly e.g. from your medical records

The University of Edinburgh and NHS Lothian will collect information about you for this research study from medical records in the NHS Board/ Trust. This information will include your name, date of birth, contact details and health information, which is regarded as a special category of information. We will use this information to perform this research study.

### Use of data for future research

When you agree to take part in a research study, the information about your health and care may be provided to researchers running other research studies in this organisation and in other organisations. These organisations may be universities, NHS organisations or companies involved in health and care research in this country or abroad. Your information will only be used by organisations and researchers to conduct research in accordance with the [UK Policy Framework for Health and Social Care Research](#).

This information will not identify you and will not be combined with other information in a way that could identify you. The information will only be used for the purpose of health and care research, and cannot be used to contact you or to affect your care. It will not be used to make decisions about future services available to you, such as insurance.

### Contact for further information

You can find out more about how we use your information and our legal basis for doing so in our Privacy Notice at [www.accord.scot](http://www.accord.scot).

For further information on the use of personal data by NHS sites, please link to the Health Research Authority (HRA) website; <https://www.hra.nhs.uk/information-about-patients/>.

If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter. If you are not satisfied with our response or believe we are processing your personal data in a way that is not lawful you can complain to the Information Commissioner's Office (ICO) at <https://ico.org.uk/>.

Data Protection Officer contact information:

#### University of Edinburgh

Data Protection Officer  
Governance and Strategic Planning  
University of Edinburgh  
Old College  
Edinburgh  
EH8 9YL  
Tel: 0131 651 4114  
[dpo@ed.ac.uk](mailto:dpo@ed.ac.uk)

#### NHS Lothian

Data Protection Officer  
NHS Lothian  
Waverley Gate  
2-4 Waterloo Place  
Edinburgh  
EH1 3EG  
Tel: 0131 465 5444  
[Lothian.DPO@nhs.net](mailto:Lothian.DPO@nhs.net)