

How we use your information

CCTV and Body Worn Cameras Privacy Notice

Information Governance



The Patient Information Leaflets page on the Trust website is available on the link:
<https://www.wwl.nhs.uk/patient-information-leaflets> or scan the QR code.

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Privacy Notice – CCTV and Body Worn Cameras

Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be through the information alone or in conjunction with any other information in the data controller's possession, or likely to come into such possession. The processing of personal data is governed by the Data Protection Act 2018.

Who are we?

Wrightington, Wigan and Leigh NHS Foundation Trust (WWL) are the data controller, and our contact details are given below. As the data controller, WWL decides how your personal data is processed and for what purposes.

Why we are collecting your information.

We have CCTV systems in some of our premises used by members of the public, for the purposes of public and staff safety and crime prevention and detection. CCTV is also installed on the outside of some of our buildings for the purpose of monitoring building security and crime prevention and detection. Our staff also wear Body Worn Cameras which are turned on when a potential incident is taking place.

We could be collecting images via CCTV monitoring and body worn camera images and sound recording associated with body worn devices.

The legal bases we have for the processing of this information are:

- GDPR Article 6 (1) (e) – processing is necessary for the performance of a task carried out in the public interest.
- GDPR Article 9 (2) (f) – processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity.

How long do we keep your information for?

Recordings are kept on a rolling 30 days from the date and time of recording, allowing adequate time for data requests to be processed if relevant. After 31 days, the data is automatically deleted.

Who do we share your information with?

- Wrightington, Wigan and Leigh Teaching Hospitals NHS Foundation Trust.
- Law enforcement agencies, including the Police and Serious Organised Crime Agency.
- Local authorities
- Regulatory bodies, e.g. NMC, GMC.

Contact details

To exercise all relevant rights, for queries or for complaints please in the first instance contact our Data Protection Officer, by emailing dpo@wwl.nhs.uk or by writing to the following address:

**Data Protection Officer
Wrightington, Wigan and Leigh NHS Foundation Trust
Royal Albert Edward Infirmary
Wigan Lane
Wigan,
WN1 2NN**

You have the right to lodge a complaint with the Information Commissioners Office with respect to the management of your personal data. You can contact the ICO for further information on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Comments, Compliments or Complaints

The Patient Relations/Patient Advice and Liaison Service (PALS) Department provides confidential on the spot advice, information and support to patients, relatives, friends, and carers.

Contact Us

Tel: 01942 822376 (Monday to Friday 9am until 4pm)

The Patient Relations/PALS Manager
Wrightington, Wigan and Leigh Teaching Hospitals NHS Foundation Trust
Royal Albert Edward Infirmary
Wigan Lane
Wigan
WN1 2NN

Ask 3 Questions

Become more involved in decisions about your healthcare. You may be asked to make choices about your treatment. To begin with, try to make sure you get the answers to three key questions:

1. What are my options?
2. What are the positives and negatives of each option for me?
3. How do I get support to help me make a decision that is right for me?



How We Use Your Information

For details on how we collect, use, and store the information we hold about you, please see patient information leaflet, Ref. **Corp 006** How we use your information, this can be found on the Patient Information Leaflets page on the Trust website, see details on the front cover.

This leaflet is also available in audio, large print, Braille, and other languages upon request. For more information, please ask in the department/ward.

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