



**SEDLESCOMBE HOUSE SURGERY
P.P.G.
Statement of Privacy & Confidentiality**



For our Surgery and P.P.G. to comply with the General Data Regulations 2018, the completion of this document is Mandatory for all P.P.G. and Virtual Members.

- 1, I give my consent (*by signing below*) for my personal data to be held as P.P.G. member by Sedlescombe House Surgery and its P.P.G. as Data controllers.
- 2, I give my consent for them to contact me either by the Surgery or its P.P.G.
- 3, My data will not be shared with other agencies or for any other purpose than P.P.G. business/activities.
- 4, All P.P.G. matters and information discussed and shared at a meeting or by email are confidential and not to be shared or disclosed, other than information which is already in the public domain.
- 5, My data shall not be transferred abroad.
- 6, My data will be held for a maximum of 2 years after which, I will be asked to renew my consent.
- 7, I have the right to request my data is amended or erased at any time.
- 8, I have the right to complain to the Information Commissioners Office (ICO) if I am unhappy with the way my data is being managed.

You may opt out or change your details at any time by contacting the Surgery or the Chairman/Secretary of the P.P.G.

Name (*Print*) :-

Name (*Signature*) :-

E-mail address (*Print*) :-

Date:-

Please return this document to the Surgery or by email to brian.sokell@nhs.net

Associated Documents posted on our P.P.G. Webb Pages

G.D. Regulation	(<i>Government publication</i>)		
Data Protection Policy	Document SHSPPG/4		
Terms of Reference	Document SHSPPG/2		
Data Protection Act	Document SHSPPG/6		

If at any future date:-

- (a) You leave the Practice as a Patient
- (b) You wish to resign as a PPG member (*but remain as a Patient*)
- (c) Your PPG/Virtual membership is revoked by the Practice

All your registered details relating to you as a PPG /Virtual member will be expunged.

Alterations & Amendments

15/11/2021	Adding signature Box plus minor wording adjustments
23/04/2023	PPG email address inserted. Replacing wording in point 4, Added "Associated Documents table"