

PRIVACY NOTICE FOR ALL DATA PROCESSING ACTIVITIES

ASTON BRAIN CENTRE

Data Collection and Privacy Notice

Aston University (“the University”) processes personal data as a “Data Controller” as defined in the Data Protection Act 2018 (“DPA”) and the General Data Protection Regulation (“GDPR”).

Whether you are an adult or acting with parental responsibility, the University must provide you with information about how it uses your personal data of the personal data of the child in your care (referred to in this document as “the child”). This information is set out in this document. This notice may be updated at any time. The most up to date version can be found at www.aston.ac.uk/dataprotection.

Your personal data and the child’s personal data will be processed in accordance with the DPA and GDPR.

What we collect

The personal data which the University processes includes personal details about you or the child such as names, addresses and dates of birth. In the event that a payment is required to be made to the University, payment information will also be collected.

The University will also collect information about your health, or the child’s health, which may be provided or may be discovered during the course attending the University. The University may also process Information about disability status, sexual orientation, gender reassignment, ethnicity or religion, if these have been provided. This is classed as Special Category Personal Data under the GDPR and the DPA.

The University we may also process still and video images on its CCTV system. These will be used for security purposes only.

Your rights

Under the DPA and the GDPR you have certain rights over how your data or the child’s data is processed, including the right to know what information is processed and how it is processed.

You have the right of access to your, or the child’s personal information. You also have additional rights i.e. the right to rectify inaccurate information; restrict processing; and object to processing. These rights are limited in certain circumstances, and may be limited further by future UK legislation where data is only processed for research or statistical purposes.

Automated decision-making

The University will not use your personal data or the child’s personal data to make automated decisions. “Automated decisions” are defined as decisions made without human intervention.

Data transfers to other countries

Your personal data may be transferred to countries outside the European Economic Area for the purposes described above. Your personal data will only be transferred to countries whose data protection laws have been assessed as adequate by the European Commission, or where adequate safeguards are in place to protect your personal data.

How we process your data

The University will process your personal data, or the child's personal data for the following purposes.

Purpose 1 – Registration as a patient

The University will process your personal data or the child's personal data in order to register you, or the child as a patient. This includes processing of Special Category Data, which includes details about your, or the child's health. In the event that a payment is required to be made to the University, payment information will be collected.

Legal basis for processing your information for Purpose 1

We will process your, or the child's personal data for Purpose 1 on the grounds of our legitimate interest (GDPR Article 6(1)(f)). This includes any Special Category Data that has provided to us or which the University becomes aware of during the course of your attendance at the University (GDPR Article 9(2)(e)).

Purpose 2 – Security

Safety and security is very important to the University. We may therefore process your, or your child's personal data, including images captured by CCTV, to ensure the safety and security of you, the child and your possessions, and to secure the University's campus. In certain circumstances we may also use body-worn video cameras. The use of CCTV on our premises is governed by Aston University's CCTV Code of Practice which can be found at <https://www2.aston.ac.uk/about/security/cctv>.

Legal basis for processing your information for Purpose 2

We will process your, or your child's personal data for Purpose 2 on the grounds of our legitimate interest (GDPR Article 6(1)(f)).

Purpose 3 – Invitations to participate in the University’s research and training.

We may wish to invite you or the child to:

- participate in future research projects;
- participate in the training of future professionals by sitting as a patient on a training course or for university clinical competency examinations; or
- sit as a patient for external professional exams, where you will be examined by candidates who are not Aston students. We will make it clear in the invitation if this is the case.

We will only send you an invitation where we think you or the child may be a suitable participant, based on information which we already hold from our past dealings with you or the child. We will only contact you or the child for this purpose if you give us your explicit consent.

Legal basis for processing your information for Purpose 3

We will process your, or the child’s personal data and Special Category Data for Purpose 3 on the grounds of your consent (GDPR Article 6(1)(a)). You have the right to withdraw your consent at any time. Please indicate whether you agree to this type of processing by ticking one of the boxes below.

Consent

I consent to being contacted by telephone so that I or the child can be invited to participate in future research projects and to sit as a patient for training courses and examinations. I understand that I may opt out of receiving these invitations at any time.

Yes/No

I consent to being contacted by email or post so that I or the child can be invited to participate in future research projects and to sit as a patient for training courses and examinations. I understand that I may opt out of receiving these invitations at any time.

Yes/No

Purpose 4 – Patient Satisfaction Questionnaire

We may send a periodic patient satisfaction questionnaire to gain an understanding of your experience at the University. This is to help the University understand how it can improve and develop the services it provides to ensure patients are satisfied when receiving assistance, care and/or treatment at the University.

Legal basis for processing your information for Purpose 4

We will process your, or your child's personal data for Purpose 4 on the grounds of our legitimate interest (GDPR Article 6(1)(f)).