**General Data Protection Regulation (GDPR) Plan**

*To ensure compliance with the new GDPR this practice has:*

* Appointed a Data Protection Officer (DPO) to take responsibility for our GDPR compliance. This is Dr Ade Taiwo
* Reviewed our Privacy Policy and related policies to ensure they meet the new GDPR standards, and remain compliant with them
* Updated our procedures for handling requests for information (Subject Access Requests – SARs) and objections to Data Processing
* Raised awareness with our patients, staff and allied health professionals about the existence of and change to GDPR
* Documented the personal data we hold in a Data Processing Register, identifying where it came from and who we share it with
* Identified the lawful basis for our Data Processing activities and publish this in updated Privacy Notices
* Ensured that our staff contracts and contracts with our external Data Processors are GDPR compliant
* Ensured we have patient consent for any non-direct care communications, including about our Patient Participation Group
* Undertaken Data Protection Impact Assessments (DPIAs) and continue to undertake them as and when required
* Implemented methods to identify, report to the Information Commissioner’s Office (ICO) and investigate any personal Data Breaches
* Delivered a training programme to ensure all our staff are clear about their Data Protection responsibilities.