

Nottingham Respiratory Research Volunteer Register Privacy Policy

This Privacy Notice applies to people who complete a consent to contact form for our [Respiratory Research Volunteer Register](#).

What information do we hold?

We will only hold personal data that you provide directly to us. We will also store the name of any research studies or activities that you we contact you about and any that you decide to participate in.

Your personal data **will not be passed to any third parties** and **will only be accessible to staff of the Nottingham Respiratory Research Team**.

How do we use it and why?

We process data to help support our research and the people who wish to volunteer to help with research studies and activities.

We only process data for specified purposes and if it is justified in accordance with data protection law. The table below lists the various purposes for which we process personal data and the corresponding justification for it.

Why we process data		
Data subject	Data processed and its purpose	Legal basis and justification
Volunteers providing contact details and consenting join the Respiratory Research Volunteer Register	<p>Name and contact details, Date of Birth, Gender, primary respiratory condition.</p> <p>The purpose is to enable volunteers who consent to be contacted about research studies and activities, to only be contacted about those that are applicable and relevant and/or may be of interest to them.</p>	<p>The legal basis for the processing of the personal data under GDPR are;</p> <p>Principle 1: Consent We will only process data from people providing consent for us to do so.</p> <p>Principle 6: Legitimate Interests Processing is necessary for our legitimate interest in giving you information about research studies and activities that may be of interest or benefit to you.</p> <p>We only use your personal information as permitted by law. We are required to inform you of the legal basis of our processing of your personal information, described in the list below.</p> <p>If you have questions about the legal basis of how we process your personal information, contact us at jamie.ingers@nhs.net</p>

What information do we get from third parties?

None. We do not receive nor request any information from third parties

Who do we share it with?

No one. We will never share your personal data outside of the staff of the Nottingham Respiratory Research Team.

We are committed to ensuring that your information is secure and strictly confidential. We use industry standard encryption methods and software to safeguard your data and maintain strict security standards to prevent any unauthorised access to it.

Your personal data will be stored in an encrypted format (256-bit AES) on a secure system with user access and data processing controlled by the NIHR Nottingham Biomedical Research Centre Respiratory Research Unit Team. Only our staff, with approved permissions, will have access to your personal data. Approved staff will only have access via a secure username and password.

You will only ever be contacted by a member of our research staff, and we will not pass your data onto anyone else.

How long do we keep your data?

We will only keep your data whilst we have your consent for us to do so. We will contact people who have provided consent for their data to be stored, at regular intervals, and give the option to withdraw their consent for us to store their details and contact them.

Your data will be deleted immediately should you withdraw consent and will be deleted after 24 months of inactivity i.e. no response to contact attempts.

How can I withdraw my consent?

You can withdraw your consent at any time by using one the following method.

By emailing: jamie.ingers@nhs.net

Where can I get more information?

If you have any questions about this policy, please contact jamie.ingers@nhs.net

We will keep this privacy notice under regular review, and we will place any updates on this web page.

This privacy notice was last updated on 4th September 2024.