

Details of information used for specific purposes

Invoice Validation

Data Controller(s)	NENC ICB
Purpose	<p>Invoice validation is part of the process by which providers of care or services get paid for the work they do.</p> <p>Invoices, with supporting information, are submitted to the ICB for payment, but before payment can be released, the ICB needs to ensure that the activity claimed for each patient is their responsibility. These invoices are validated within a special secure area known as a Controlled Environment for Finance (CEfF) to ensure that the right amount of money is paid, by the right organisation, for the treatment provided. The process followed ensures that only the minimum amount of information about individuals is used by a very limited number of people and is designed to protect confidentiality.</p>
Type of information Used	Identifiable (NHS number, date of birth or postcode) and Special Category (health information)
Legal basis	<p>GDPR Article 6(1)(e) – processing is necessary for the performance of a task carried out in the exercise of official authority vested in the controller.</p> <p>GDPR Article 9(2)(h) processing is necessary for the purposes of the provision of health or social care or treatment or the management of health or social care systems and services.</p> <p>A section 251 approval 7-07(a)(c)/2013 from the Secretary of State, through the Confidentiality Advisory Group of the Health Research Authority, enables the ICB to process identifiable information for the purpose of invoice validation within a Controlled Environment for Finance.</p>
How we collect (the source) and use the information	<p>Organisations that provide treatment submit their invoices to the ICB for payment. The nominated secure area (CEfF) receives additional information, including the NHS Number, or occasionally date of birth and postcode, from the organisation that provided the treatment.</p> <p>NHS Digital sends information into the secure area, including the NHS number and details of the treatment received. The information is then validated ensuring that any discrepancies are investigated and resolved between the CEfF and the organisation that submitted the invoice. The invoices will be paid when the validation is completed.</p> <p>The ICB does not receive any identifiable information for purposes of invoice validation; however we do receive aggregated reports to help us manage our finances.</p>
Data Processors	The Controlled Environment for Finance uses NECS North of England Commissioning Support (NECS) as a Data Processor.
Your Rights	For Invoice Validation Type 2 opt outs are not applied; patients can object however these objections should not be upheld in order to pay for Health and Social care services.

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	<p>With regards to Invoice Validation under GDPR you have the right:</p> <ul style="list-style-type: none">To be informed about the processing of your information (this notice)Of access to the information held about youTo have the information corrected in the event that it is inaccurateTo object to it being processed or usedNot to be subject automated decision-taking or profilingTo be notified of data breaches
How long we will keep the information	<p>This information will be kept for a period of 6 years This is in line with the Records Management Code of Practice 2021.</p>
Who we will share the information with (recipients)	<p>This information is not shared outside of the ICB.</p>