

Details of information used for specific purposes

Individual Funding Requests (IFR)

Data Controller(s)	NENC ICB
Purpose	To fund specific treatment for you for a particular condition that is not covered in our contracts with providers. Individual Funding Requests provide payments required to receive specialist treatment, not routinely provided on the NHS, on a case by case basis.
Type of information Used	Identifiable: Personal (such as name, address, date of birth) and Special Category (health information) – to make payments Anonymous – to provide reports for analysis of payments made
Legal basis	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 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.
How we collect (the source) and use the information	Information required to make payments in relation to funding treatments is provided by you, along with relevant information from primary and secondary care regarding the referral for specialist treatment. The ICB will only use the identifiable information we collect to process the request for funding. This process is carried out with the consent of the patient to satisfy the Common Law Duty of Confidentiality.
Data Processors	North of England Commissioning Support (NECS)
Your Rights	With regards to Individual Funding Requests under GDPR you have the right : To be informed about the processing of your information (this notice) Of access to the information held about you To have the information corrected in the event that it is inaccurate To restrict or stop processing To object to it being processed or used Not to be subject automated decision-taking or profiling To be notified of data breaches
How long we will keep the information	The organisation has adopted the retention periods for health and non-health records as set out in the Records Management Code of Practice 2021. The retention schedule is in line with the Records Management Code of Practice 2021. For Individual funding requests this is kept for 8 years after the end of the financial year to which they relate; however, some IFR cases may be kept for longer if they are assessed to have long-term archival value, due to the uniqueness of the care provided.
Who we will share the information with (recipients)	This information will be shared with NECS, GP's, and health and care organisations involved in delivering or arranging the Individual Funding Request.