

Privacy Notice: COVID-19 Testing



At The Queen's Foundation, we respect the dignity and worth of each individual and this includes the way we treat personal data.

As a student or staff member at Queen's, you may participate in using services that provide personal data to external organisations such as NHS Test and Trace. You can find out more about this at: [Testing for coronavirus: privacy information - GOV.UK \(www.gov.uk\)](https://www.gov.uk/testing-for-coronavirus-privacy-information) and at [NHS COVID-19 app: privacy notice - GOV.UK \(www.gov.uk\)](https://www.gov.uk/nhs-covid-19-app-privacy-notice)

This Privacy Notice is to help you understand what personal data we collect in order to meet our obligations as a Higher Education Provider with regard to Covid-19 testing and tracing. It explains why we collect the personal data, what we do with it, how we keep it safe, and your individual rights over it.

Who are we?

The Queen's Foundation (Somerset Road, Birmingham, B15 2QH) is registered as a data controller with the Information Commissioner. You are welcome to contact our Director of Operations, who manages Data Protection on behalf of The Queen's Foundation, by emailing dataprotection@queens.ac.uk.

What type of personal data is collected?

Following an update to requirements of the Medicines and Healthcare products Regulatory Agency (MHRA), we do not collect individual information regarding the LFD test kits we provide, but we continue to record the lot/batch number of test kits so that we can make members of the Queen's community aware of any batch recall, investigations, or safety notices.

We ask you to notify us of positive test results on the basis that this is in 'public interest', as the Foundation is processing this personal information for the performance of a task carried out in the public interest in accordance with Article 6 1 (e) of the UK General Data Protection Regulation (UK GDPR). As this is personal data which consists of special category information, the additional lawful basis for this data processing is to protect the public interest in the area of public health, for preventive and occupational medical purposes, and to meet our duty of care towards the Queen's community.

How will the personal data be used and how long will it be kept?

Your personal information will be used to support the Foundation's COVID-19 response in protecting people from the virus.

When you inform us of a positive test result, we will ask for your consent to share this information with Foundation staff so that we can protect those with vulnerabilities by

notifying them that they may have been in contact with someone who has tested positive and advising them to proceed in line with current Government guidance.

The length of time that we store personal data (the retention period) is linked to the purpose of the data, and how long it is needed for. This requirement is reviewed as Government guidance evolves. The retention period is currently set at a maximum of 12 months from the end of the pandemic, and, if that changes, we will update this privacy notice. After the retention period has expired, we will destroy or anonymise the data. Anonymised data will no longer count as personal data and may be used for statistical or planning purposes.

Who can access my personal data, and will it be shared with anyone?

At the Foundation, your personal data will only be accessible to staff. This includes staff who may have had contact with you, staff who monitor responses, and staff who manage the Foundation's legal responsibilities for the delivery of national and regional Covid-related activities.

Organisations that we may pass data onto include Public Health England (PHE), Public Health Birmingham and Birmingham City Council. We will only share it with the Department of Health and Social Care or MHRA if required to by those organisations.

We would only pass on personal data if there was a lawful basis for that sharing. Otherwise, the Foundation will not share the personal data with any other organisation unless we believe someone's life is in danger or we believe we are compelled to by law.

What rights do I have regarding my personal data?

You have the right to correct or update your personal data at any time. Please get in touch with your main contact at The Queen's Foundation to update your details. You may have the right to have your personal data deleted, the right to restrict processing, the right to object and/or the right to data portability. You can find more information about these rights in our Data Protection Policy, which can be found on our [website](#).

You have the right to see the personal data we hold about you. You can find how to do this in our Data Protection Policy, which can be found on our [website](#).

Data protection law also gives you rights regarding 'automated individual decision-making and profiling'. However, The Queen's Foundation does not carry out any 'automated individual decision-making and profiling', so these rights are not relevant to your personal data collected by us.

You have the right to lodge a complaint with the Information Commissioners Office about our handling of your personal data and can find out more about this on their website <https://ico.org.uk/concerns/handling/>.

Where can I get more information?

To read The Queen's Foundation's Data Protection Policy please click [here](#).

To read about data protection law in the UK please click <https://ico.org.uk/for-the-public/>.