

Fair Processing

The University of Dundee/NHS Tayside is the sponsor for this study based in the United Kingdom. We will be using information from you and your medical records in order to undertake this study and will act as the data controller for this study. This means that we are responsible for looking after your information and using it properly. The University of Dundee /NHS Tayside will keep identifiable information about you for 5 years after the study has finished.

Your rights to access, change or move your information are limited, as we need to manage your information in specific ways in order for the research to be reliable and accurate. If you withdraw from the study, we will keep the information about you that we have already obtained. To safeguard your rights, we will use the minimum personally-identifiable information possible.

You can find out more about how we use your information at:

<http://www.ahspartnerhip.org.uk/tasc/for-the-public/how-we-use-your-information>

<https://www.dundee.ac.uk/information-governance/dataprotection/>

http://www.nhstayside.scot.nhs.uk/YourRights/PROD_298457/index.htm

or by contacting Research Governance, Tayside Medical Science Centre (TASC), 01382 383900, email tascgovernance@dundee.ac.uk

If you wish to complain about the use of your information please email

dataprotection@dundee.ac.uk

You always have the right to complain to, appeal to or raise your concerns with the Information Commissioner:

The Information Commissioner's Office

Scotland

45 Melville Street

Edinburgh

EH3 7HL

Telephone: 0303 123 1115

Scotland@ico.org.uk

The Information Commissioner's Office

Wycliffe House Water Lane

Wilmslow

Cheshire SK9 5AF

Telephone: 0303 123 1113

Textphone: 01625 545860

casework@ico.org.uk

The University of Dundee will use your name, NHS number and contact details to contact you about the research study, and make sure that relevant information about the study is recorded for your care, and to oversee the quality of the study. Individuals from the

University of Dundee/NHS Tayside and regulatory organisations may look at your medical and research records to check the accuracy of the research study. The study team will pass these details to the University of Dundee/NHS Tayside along with the information collected from you and your medical records. The only people in the University of Dundee/NHS Tayside who will have access to information that identifies you will be people who need to contact you to carry out the study or audit the data collection process. The people who analyse the information will not be able to identify you and will not be able to find out your name, NHS number, or contact details.

While you have a right to ask for erasure of your information, it may not be possible for us to erase all the information that you have already given us if it is already being used for the study.

Record Linkage

The University of Dundee/NHS Tayside will collect information about you for this research study from NHS databases. This information will include your name, NHS number and health information, which is regarded as a special category of information. We will use this information to identify medical events that may have happened to you during the study.

This page contains more details about this process, called record-linkage, by which we receive information from centralised electronic NHS databases regarding any hospital admissions or deaths that occur in TIME participants during the study. This information is important to the study as it allows us to identify medical events, like heart attacks or strokes, that have happened to TIME study participants. Please read the relevant section below to find out more about this process:

[England](#)

[Scotland](#)

[Wales](#)

[Northern Ireland](#)

England

The following information applies to TIME participants in England:

The Health and Social Care Information Centre (HSCIC, known as NHS Digital) was established in April 2013 and is responsible for providing a trusted safe haven for potentially sensitive health and social care information.

NHS Digital collects information from the records routinely maintained by health and social care providers about the care and treatment that they provide. This information is collected from a wide range of providers across England such as hospitals, local authorities and GP surgeries.

One of the sets of information that NHS Digital collects is the Hospital Episode Statistics (HES) dataset. This contains information about visits and stays in NHS hospitals across England. It includes details about all hospital admissions, outpatient appointments and A+E attendances.

We will tell NHS Digital who our TIME study participants are so that they can supply any HES records to us. We will supply a list of individual participant details (NHS number, date of birth, postcode, gender) and they will return any hospital or death records to us, identified by a unique TIME study number. All information transferred during this process will be handled securely and in-line with NHS standards.

For further information about NHS Digital or about the HES dataset, please follow the links below:

[NHS Digital](#)

[HES](#)

Scotland

The following information applies to TIME participants in Scotland:

The Information Services Division (ISD) is a division of National Services Scotland, part of NHS Scotland. ISD provides health information, health intelligence, statistical services and advice to support the NHS.

Since the start of the National Health Service (NHS), staff who provide care or treatment have collected information in order to provide better care. Some of this information is brought together and stored in what is known as the national database. This national database is managed by ISD Scotland on behalf of NHS Scotland. ISD Scotland works in partnership with a wide range of organisations - NHS Scotland Boards, hospitals, general practitioners, local authorities, voluntary organisations, Community Health Partnerships and many other care and service providers to build the national database.

One of the sets of information that ISD manages is the Scottish Morbidity Record 01 (SMR01) dataset. This contains information about all inpatient and day case admissions to general acute NHS hospitals in Scotland. It also links to death records (maintained by the Registrar General), cancer registrations, and mental health records.

We will tell ISD who our TIME study participants are so that they can supply your SMR01 records to us. We will supply a list of individual participant details (Community Health

Identifier number, date of birth, postcode, gender) and they will return any hospital or death records to us, identified by a unique TIME study number. All information transferred during this process will be handled securely and in-line with NHS standards through the eDRIS (electronic Data Research and Innovation Service).

For further information about ISD and eDRIS, please follow the links below:

[ISD](#)

[eDRIS](#)

Wales

The following information applies to TIME participants in Wales:

The Secure Anonymised Information Linkage (SAIL) Databank is a secure store of anonymised person-based data about the population of Wales. Backed and endorsed by the Government, the SAIL Databank receives core funding from the Welsh Government's Health and Care Research Wales with aim of facilitating research to improve health, well-being and services.

One of the sets of information that SAIL can provide access to is the Patient Episode Database for Wales (PEDW) dataset. This contains information about all inpatient and day case admissions. SAIL can also provide access to the Office for National Statistics (ONS) register of all deaths relating to Welsh residents.

We will tell SAIL who our TIME study participants are so that they can supply your PEDW and ONS records to us. We will supply a list of individual participant details (NHS number, date of birth, postcode, gender) and they will return any hospital or death records to us, identified by a unique TIME study number. All information transferred during this process will be handled securely and in-line with NHS standards.

For further information about SAIL and PEDW and ONS, please follow the links below:

[SAIL](#)

[PEDW](#)

[ONS](#)

Northern Ireland

The following information applies to TIME participants in Northern Ireland:

In addition to the health events directly reported by our Northern Irish participants, we intend

to utilise information collected routinely in the course of normal health care by the Northern Ireland Department of Health and the General Register Office (GRO) for Northern Ireland.

We will tell these organisations who our TIME study participants are so that they can provide the information that we require. We will supply a list of individual participant details (NHS number, date of birth, postcode, gender) and they will return any hospital or death records to us, identified by a unique TIME study number. All information transferred during this process will be handled securely and in-line with NHS standards.