



**Birmingham and Solihull**  
Clinical Commissioning Group

## Use of personal information – Care and Treatment Reviews

Data Controller	NHS Birmingham and Solihull CCG
Purpose	Care and Treatment Reviews (CTRs) are part of NHS England's commitment to transforming services for people with learning disabilities, autism or both who may be at risk of hospital admission or already in hospital. Care, Education and Treatment Reviews (CETRs) enable the specific needs of children and young people to be met. In both cases they are used by commissioners for people living in the community and in learning disability and mental health hospitals.
Type of information used	Type of information used: Identifiable - Name, address, date of birth  Special Category personal data - health information
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	CTRs are independent panel meetings about care for patients arranged by the CCG. The CTR panel is made up of independent professionals, who use information about a patient and their own expertise to decide what will improve a patient's care and plans for the future.  CCGs have to understand people's needs, to plan for different levels of support at different times and work with other health and social care services to find out who needs additional support. The CCG maintains a list of people who need this support.  If patient suddenly becomes very unwell and urgently needs to go into hospital, there might not be enough time for a community CTR. If this happens, an adult should have a hospital CTR within four weeks of going into hospital, or two weeks for a child or young person. This process is carried out with consent from the

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	patient in order to satisfy the Common Law Duty of Confidentiality.
Data Processor and Location of Processing	None. All data is processed within the UK.
How long will the information be kept for?	The CCG will retain this information for a period of 8 years. The retention schedule is in line with the Records Management Code of Practice for Health and Social Care 2016.
Who we share the information with (recipients)	Information may be shared with the relevant local authority, and primary and secondary healthcare providers.