

[Print](#) [Bookmark](#) [Request this item](#)

Processing of patient personal data: A guideline for general practitioners, Version 1.0

Author: ICGP Data Protection Working Group

Publication Year: 2018

Download

- [Processing of patient personal data: A guideline for general practitioners.](#) (1,114k)
- [Processing of patient personal data - FAQs](#) (165k)
- [Processing of patient personal data - Appendices](#) (142k)

Contents

Table of Contents:

Part 1: Core principles of data protection

1. Introduction

- a) Purpose of the guideline
- b) Members of the data protection working group
- c) Scope and application of the guideline
- d) Limitations and cautions
- e) Definitions

2: Records of processing activities

- a) Identifying the data controller
- b) Purpose of the processing
- c) Categories of personal data
- d) Categories of recipients whom we share personal data
- e) Transfers to a third country
- f) Time limits
- g) Security measures

3. Compliance with data protection principles

- a) Lawfulness, fairness and transparency
- b) Purpose limitation
- c) Data minimisation
- d) Accuracy
- e) Integrity and confidentiality
- f) Accountability

4. Compliance with individual rights

- a) Right to access
- b) Right to rectification
- c) Right to erasure
- d) Right to restriction of processing
- e) Right to data portability
- f) Right to object
- g) Automated individual decision-making, including profiling

5. Personal data breach handling

- a) Notifying the data protection commission
- b) Notifying the data subject
- c) Data breach flow chart and examples

6. Miscellaneous Provisions

- a) Data protection impact assessment (DPIA)
- b) Data protection officers (DPO)
- c) Data protection and cyber security awareness and training details
- d) Employee / Office workers confidentiality agreements

7. Bibliography

Part 2: Frequently Asked Questions

Part 3: Appendices

Appendix A: Data protection checklist

Appendix B: Sample request for transfer of GP records

Appendix C: Request form for access to medical records

Appendix D: Waiting room notice

Appendix E: Practice privacy statement

Appendix F: Data protection accountability log

Appendix G: Medical student confidentiality agreement
Appendix H: Staff confidentiality agreement
Appendix I: Template for records of processing activity

Description

Processing of patient personal data: A guideline for general practitioners.

Format	Download
Keywords	GDPR, general practice, data protection
Publisher	Irish College of General Practitioners
Publication Date	04-Apr-18
Pages	41
Categories:	Irish Content, ICGP Resources