

# Data Protection Impact Assessment (DPIA) Summary

## DPIA001 - Stage 2 Summary

**Date Reviewed:** 14/12/2020

**Service Area/Team:**

Occupational Health & Wellbeing

**Project name/title for work:**

Purchase of Occupational Health Software

**Summary of Project:** Humberside Fire and Rescue Service are moving our Occupational Health records management system to a cloud-based system with a London based data centre. We will collect the following information about our staff electronically:

- Full Name
- Date of Birth/Age
- Gender
- Address and Postcode
- E-mail and Telephone
- Health and Medical Status

This allows for a better process for booking appointments, confidential record keeping, data collection, storage and analysis.

**Assurances:**

- Access is only given to Occupational Health Staff and is managed by the System Administrator
- The system will only keep information for a set amount of time.
- An Occupational Health privacy notice is published on our website to make sure people understand how their data is used.
- Occupational Health will only share data if informed and specific consent has been given.