

# Data Protection Impact Assessment (DPIA) Summary

## DPIA017 REF - Stage 2 Summary

**Date Reviewed:** 09/01/2023

**Service Area/Team:**

Occupational Health & Wellbeing

**Project name/title for work:**

Physiotherapy Services

**SUMMARY OF PROJECT:** Humberside Fire and Rescue Service will give employees access to physiotherapy services. These services will provide assessment and treatment with more direct access to health services. The hope is that that staff can return to work sooner than might otherwise be possible. We will give the physiotherapist details of employees referred for physiotherapy.

These will include:

- name
- date of birth
- service number
- contact telephone number
- details of injury/condition

**Assurances:**

- Only Occupational Health staff have access. The type of access they have depends on their role.
- We publish Privacy Notices to tell each user how their personal data is being used.
- Occupational Health staff will only share data when they have consent from the person that the data is about.
- The system does not allow us to delete records.
- We have a system administrator who has tight control over who has access to the system.
- The software used to store health records has a built-in automated retention schedule. This makes sure we don't keep information for longer than we should.
- The information is only shared between known service providers and our own Occupational Health team.
- HR staff will be trained in how to use the system. We will also ask them to check the records before adding to them particularly where there are similar names on the system.
- Data is shared securely.