# Privacy Notice – Infection and Immunity PPI group

## Who we are

Members of the Infection and Immunity clinical academic group, who are part of St George’s University of London are the ‘Controllers’ of the personal data that you provide us with. St George’s University is registered with the Information Commissioner’s Office (ICO) for the purposes of UK data protection legislation, registration number Z5770328.

## How to contact us

If you have any queries about how your personal data will be used by Infection and Immunity Clinical academic group at St George’s University, you can contact us by email at IICAGPPIenquiry@sgul.ac.uk.

## What information we collect from you and why

The Infection and Immunity clinical academic group will use the details of the in information that you have provided us with as follows. Your contact information (telephone number and email) will be used to inform you of opportunities to advise on research projects at St George’s university / St George’s University hospital as a part of the Patient and Public Involvement (PPI) panel. Your demographic data including information about your race and gender will be used to internally audit the composition of the PPI group to ensure that every effort is made to make it representative of the population served by St Georges hospital and the research that it performs. It may also be used if a certain study is aimed specifically at a certain gender or ethnic groups.

## How we use your information

We will only ever use your personal information to contact you about opportunities to advice on research performed by the Infection and Immunity group at St George’s University and the St Georges University hospital. We keep your information securely stored on our servers where access is restricted to authorised staff only.

## How we obtain your information

We only have access to the information that you have directly provided us with when filing in the registration form.

## Who we share your information with

We will only share your information with researchers from the Infection and Immunity group after ensuring that their request to contact you for the purpose of partaking in PPI activities is valid. Your information will not be shared with any third parties outside the University.

## How long we keep your information for

Your personal data will only be kept for as long as you agree to be a member of the St George’s University Infection and Immunity PPI group. You are free to request to leave at any time and do not need to provide a reason. Once you leave the PPI group your details will be completely deleted from our system.

## What your rights are

You have a right to access your personal data, to object to the processing of your personal data, to rectify, erase, restrict and port your personal data.

To request a copy of the personal data or if the personal information we hold for you needs correcting or updating you can request this by contacting the PPI group lead at IICAGPPIenquiry@sgul.ac.uk.

You can also contact this email address if you have queries about any of your other rights regarding our use of your personal data.

## How to make a complaint

If you are unhappy with the way in which your personal data is being processed you may, in the first instance, lodge a complaint with the University Data Protection Officer using the contact details above.

If you continue to have concerns thereafter you have the right to contact the Information Commissioner for a decision. The Information Commissioner can be contacted as below:

**Helpline:** 0303 123 1113

**Website:** https://ico.org.uk/make-a-complaint/