

Coronavirus (Covid-19) Asymptomatic Testing Privacy Notice

Who we are

St George's University of London is the 'Controller' of the personal data that you provide us with, and is registered with the Information Commissioner's Office (ICO) for the purposes of UK data protection legislation, registration number Z5770328.

How to contact us

The University has a Data Protection Officer who can be contacted at:

Email: dataprotection@sgul.ac.uk
Tel: 020 8725 0668
Address: Data Protection Officer, Information Services, St George's University of London, Cranmer Terrace, LONDON SW17 0RE

What is the purpose of this document

This privacy notice is separate, though related, to the University's Covid-19 Outbreak Plan and applies to staff and students who have no Covid-19 symptoms and wish to volunteer to have a Coronavirus (Covid-19) Asymptomatic Lateral Flow Test. The Test is conducted by the University on behalf of the Department of Health and Social Care (DHSC) as part of the DHSC Asymptomatic Testing Program in Universities. This notice does not form part of any contract of employment or other contract to provide services. We may update this notice at any time.

- If you need University advice on coronavirus please refer to the following website: <https://www.sgul.ac.uk/about/covid-19>
- If you need government advice on coronavirus please refer to the government website: <https://www.gov.uk/coronavirus>
- If you need medical advice please refer to the NHS website: <https://www.nhs.uk/conditions/coronavirus-covid-19>

What information we collect from you and why

Data Controller responsibility for the University's Asymptomatic Lateral Flow Testing is broken down into 2 elements;

- The University is the Data Controller only for the appointment scheduling and booking process used within SGUL.
- The DHSC is the Data Controller for data collected during the actual testing process and whose [Privacy Notice can be found here](#).

As the appointment booking is voluntary and can only be made by yourself it is assumed that once you have made a booking appointment that you have provided permission for your data to be held on the University's bookings system. Only your name and email address will be used so that you will receive confirmation back of your appointment and that it can be checked on arrival for the test. On arrival you will then log on to the NHS Track and Trace

system, which is managed by them, and be given a barcode label which will be placed with your test result.

How we use your information

We will only ever use your personal information for the appointment service only.

How we obtain your information

We will only collect your information directly from you and no-one else.

Who we share your information with

We will not share your data with anyone else as it is only for making a specific appointment for the test. Neither your personal data or your test result will be shared between the University and the DHSC, this will only take place between you and DHSC and the NHS Track and Trace Service.

How long we keep your information for

Your personal data will only be kept for 28 days after the end of each particular testing cycle.

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 we hold for you please contact the University Data Protection Officer using the contact details above.

If you have queries about any of your other rights regarding our use of your personal data you should contact the University's Data Protection Officer.

The Data Protection Officer can be contacted by email at dataprotection@sgul.ac.uk or by telephone on 020 8725 0668

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/>