

INFORMATION ON PERSONAL DATA PROCESSING

according to articles 13-14 of the EU Regulation (N. 2016/679 – GDPR)



Dear user,

hereafter you will find information on data processing. Data processing entails any operation involving your personal data, in other words, your personal information (personal data, phone number, health insurance card number, fiscal code, etc. and specific data, e.g. your health status). **Data subjects** are natural persons whose data are being processed.

Personal data are:

- collected and used by authorized and specifically appointed staff, in compliance with your rights and professional secrecy, guaranteeing fundamental freedoms on personal data confidentiality and protection, and human dignity;
- collected for specific purposes and other related purposes;
- stored for no longer than necessary for the purposes of the processing, that is the maximum amount of time according to sectoral rules and healthcare mandatory retention periods;
- processed according to the principles of lawfulness, fairness and transparency;
- adequate, relevant and limited to what is necessary in relation to the purposes of the processing;
- accurate and, where necessary, kept up to date.

PURPOSES AND LEGAL BASIS OF THE PROCESSING

Azienda USL Toscana Centro, as data controller, establishes the means and purposes of data processing. Data processing is lawful as long as it has a specific legal basis and it is relevant to institutional purposes, in compliance with the law.

The specific purposes of data processing are: **health protection** (diagnosis, treatment, rehabilitation); **integrated care programmes** involving other subjects/healthcare facilities, both private and public, especially within “Area Vasta Toscana Centro”; **administration, management and accounting proceedings** related to healthcare services; **protecting everyone’s health and safety**; **safeguarding public health** by protecting healthcare, preventing illnesses, accidents and disabilities, improving the life quality of people and workers, promoting food safety and animal wellbeing, conducting statistical and epidemiological research; **activating and completing national or regional disease registries**; **handling complaints/controversies/litigations**; **education and professional training** (photos and videos must show anonymous images, otherwise, it is necessary to make them anonymous before using them); **video surveillance**; **other public interest-related purposes** established by the law (healthcare planning, management, control and evaluation, satisfaction surveys, etc.); **purposes related to legal and police activities**, when required by law; other purposes to comply with the law. The data you provide Azienda USL Toscana Centro are indispensable to offer and manage healthcare services. Your consent to the processing of health-related data is not necessary to receive healthcare services. For other kinds of health-related data processing, you will receive clear and detailed information and you will have to give your consent. Such data processing involves genetic data; the implementation of the Electronic Health File (“Dossier Sanitario Elettronico” – DSE) or the Electronic Health Record (“Fascicolo Sanitario Elettronico” – FSE); the implementation of disease registries for scientific research purposes, clinical trials included (except for some cases established by the law); data transmission to general practitioners or other subjects. If a third subject acts on behalf of Azienda USL Toscana Centro, data processing is based on a contract that authorizes and establishes everyone’s responsibilities and that becomes the legal basis of the processing. Said third subjects act as data processors within the processing scope of the data controller, with no need for data subjects’ consent. When it comes to telecare/telemedicine or second opinions in laboratories or medical imaging, there is no need for a specific consent to transmit data to other healthcare agencies/facilities (because, generally, it happens within integrated programmes where data processing is a shared responsibility).

PROCESSING MODALITIES

Data are processed on paper, digital, audio or video files.

Anyway, personal data are protected in order to make them secure, confidential and accessible only to authorized subjects.

PERSONAL DATA STORAGE PERIOD

Your data will be stored for the period of time established by the law.

In particular, personal data regarding hospitalizations are stored permanently in your medical record.

DATA DISCLOSURE TO OTHER COUNTRIES OR INTERNATIONAL ORGANIZATIONS

In the cases established by the law or a contractual obligation towards external data processors, or for research/testing purposes, it is possible to transmit your data to other EU or extra-EU countries or international organizations without infringing the GDPR, after proving an adequate level of data protection. Without this requirement, the data controller or data processor must protect data subjects according to the GDPR (e.g. consent to data disclosure).

DATA RECIPIENTS

Your health data cannot be disclosed (to an indefinite number of subjects). In the cases provided for by the law, instead, it is possible to transmit your health data to public or private subjects, bodies and institutions, as long as it is necessary for the purposes of the processing. For instance, Azienda USL Toscana Centro can transmit your data to: “Regione Toscana”; Ministry of Health; referring Local Health Agency; Municipality of residence (e.g. data on births and deaths, compulsory health treatments); Local Health Authority (Mayor); Police and Judicial Authorities; subjects that participate in litigations involving Azienda USL Toscana Centro (insurance companies, law firms, etc.); social security bodies INPS/INAIL to protect data subjects’ rights, ARPA.

You can appoint other subjects to whom your health data will be transmitted. Moreover, in case of hospitalization or access to emergency healthcare, you are entitled not to disclose your stay to other people.

RIGHTS OF THE DATA SUBJECT

You have the following rights: know how your data are used at any time; access your personal data; change or integrate your personal data; limit data processing, when allowed by the law; oppose to data processing; revoke your consent (without affecting the lawfulness of the data processing carried out before the revocation).

You can exercise these rights by sending a petition to the data protection officer (contacts below). You can also lodge a complaint with the Data Protection Supervisor.

DATA CONTROLLER AND AUTHORIZED STAFF

The data controller is Azienda USL Toscana Centro, located in Piazza S. Maria Nuova 1, 50122 Firenze

P.E.C. direzione.uslcentro@postacert.toscana.it

The list of **referring persons** authorized to data processing is available in the section “Privacy” of the following website www.uslcentro.toscana.it.

DATA PROTECTION OFFICER

E-mail: responsabileprotezionedati@uslcentro.toscana.it

P.E.C.: responsabileprotezionedati.uslcentro@postacert.toscana.it

SUPERVISORY AUTHORITY

Data Protection Supervisor. Website: www.garanteprivacy.it – e-mail: garante@gpdp.it – phone number 06 69677