

Confidentiality Statement

During the course of your involvement with Healthwatch East Riding of Yorkshire, you may have access to, see, or hear, information of a confidential nature. This could cover for example:

- Personal information about individuals involved in activities organised by Healthwatch,
- Information about the internal business of Healthwatch,
- Personal information about Healthwatch staff or volunteers,
- Information shared with Healthwatch from health and social care organisations.

You are expected to use your discretion and maintain confidentiality about any information you have access to. You must assume that information is confidential unless you have been told it is to be made public.

You must use only the information you have been authorised to use, and for purposes that have been authorized, with the agreement of either the Healthwatch Chair or Delivery Manager.

If you are in doubt about whether to disclose information or not, do not guess. Withhold the information while you check with the Healthwatch Chair or Delivery Manager whether the disclosure is appropriate.

You are reminded that a breach of confidentiality is liable to result in your role with Healthwatch being terminated. You should also be aware that under the Data Protection Act 1998 an individual is liable for prosecution in the event of unauthorised disclosure of information, or action for civil damages under the same Act.

Your confidentiality obligations continue to apply indefinitely after you have stopped working or volunteering for Healthwatch.

I have read and understand the above statement and the Healthwatch Confidentiality Policy. I accept my responsibilities regarding confidentiality.

Signed: _____

Name (Please Print) _____

Date: _____