



General Data Protection Regulations (GDPR) 2015 Policy & Commitment

Introduction

The new EU General Data Protection Regulation (GDPR) comes into force on 25 May 2018 (including in the UK regardless of its decision to leave the EU) and will impact every organisation which holds or processes personal data. It will introduce new responsibilities, including the need to demonstrate compliance, more stringent enforcement and substantially increased penalties than the current Data Protection Act (DPA) which it will supersede. Wenham Holt Nursing Home Ltd is committed to high standards of information security, privacy and transparency. We place a high priority on protecting and managing data in accordance with accepted standards. The company will comply with all applicable GDPR regulations when they take effect in 2018, including as a data processor, while also working closely with residents and their representatives to meet contractual obligations for our procedures and services.

Wenham Holt Nursing Home Ltd has three main areas of focus in preparing for GDPR:

1. Building on existing security and business continuity management systems to ensure our own compliance
 2. Care record reviews and analysis of data kept electronically.
 3. Help residents (and their representatives) and staff to understand and prepare for GDPR, develop compliance plans and build a stronger platform for the future by taking control of their data.
- It is important to recognise that compliance is a shared responsibility and all organisations will need to adapt business processes and data management practices.

1. Compliance

Wenham Holt Nursing Home Ltd has Care records and Staff records and, in order to ensure compliance, will implement additional or augmented company-wide controls to meet GDPR requirements. The information security policies and procedures have been reviewed by our nursing home manager to ensure compliance with GDPR. Compliance will be supported by a review of existing contracts with data controllers, the use of sub-contractors and any data export arrangements. The nursing home manager will inform, advise and monitor compliance. The company will implement tools as appropriate that support the process, provide necessary security and ongoing delivery of objectives. In many areas the services provided by Eastfield Care Homes already conform

2. Wenham Holt Nursing Home Ltd's software applications

Wenham Holt's software applications are used to provide efficient and high quality services. As such the company is committed to providing technology solutions to support customers' GDPR obligations, whether through standard features or added value solutions or toolkits.

All organisations will need to be confident, for example, that personal and transactional data can be located and anonymised or erased, in order to respond to requests to delete, rectify, transfer, access or restrict the processing of data. Our residents' or their representatives are encouraged to contact Wenham Holt Nursing Home Ltd to understand what features are available to enable this.