



## CONFIDENTIALITY & DATA SECURITY POLICY FOR YORLMC MEMBERS

YOR Local Medical Committee Limited (YORLMC Ltd) is the brand name for Bradford & Airedale and North Yorkshire LMCs, also referred to as Branches of YORLMC. It is the professional voice for all NHS GPs and practice teams across the areas of North Yorkshire & York and Bradford, Airedale, Wharfedale & Craven. YORLMC Ltd is a gateway to pastoral care and provides personal and totally confidential support for GPs and practices in difficulty or experiencing major change. It also provides personal advice and support for practices on a wide range of issues.

From 25th May 2018 onwards, the EU's General Data Protection Regulation 2016/79 (the "GDPR") and the UK's Data Protection Act 1998 ("DPA 2018") will govern how Local Medical Committees ("LMCs") use personal data.

- meeting papers issued by the Corporate Affairs Team and information issued by the Corporate Affairs Team solely for the attention of YORLMC Members must not be circulated to or shared with non-Members.
- information relating to YORLMC business, whether in hard copy or electronic format, should be stored in a place not accessible to non-Members. Where stored in electronic format, appropriate password protection should be applied to devices via which the information can be accessed.
- Members must take all meeting papers away with them after meetings and when no longer needed papers should be disposed of securely.
- where discussions at YORLMC meetings and meetings with other organisations such as CCGs are identified as confidential or "not for minuting", details must not be shared outside the membership of the meeting.

Date	Author	Document History
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YOR Local Medical Committee Limited (YORLMC Ltd)

Registered office: First Floor, 87-89 Leeds Road, Harrogate, North Yorkshire, HG2 8BE

t. 01423 879922 f. 01423 870013 e. info@yorlmltd.co.uk w. [www.yorlmltd.co.uk](http://www.yorlmltd.co.uk)

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Chief Executive: Dr Douglas Moederle-Lumb

Honorary President: Dr John Givans