

English	Traditional Chinese / 繁體中文
<b>How the NHS handles your personal health information</b>	<b>NHS 如何處理您的個人健康資料</b>
<p><b>The NHS will only share your personal health information in a lawful and fair manner.</b></p> <ul style="list-style-type: none"><li>• Your personal health information is information about your health that identifies you. It's also called personal health data.</li><li>• Your local NHS Board and your GP surgery are usually the main organisations that will hold and be responsible for your personal health data. Other organisations such as your dentist, your community pharmacy or social care services may also hold some of it. These organisations are called “data controllers”.</li><li>• Your health records contain information about health, medications and any care or treatment you have received. Records are written on paper, held on computer or both.</li><li>• The NHS uses your information to provide the care and treatment you need. It adds to your health records every time you get care or treatment. When your care is provided jointly by the NHS and local authorities the NHS may share relevant information with other people</li></ul>	<p><b>NHS 只會合法、公平地分享您的個人健康資料。</b></p> <ul style="list-style-type: none"><li>• 您的個人健康資料是指可識別您身份的健康資料。這也被稱為個人健康數據。</li><li>• 您的本地 NHS Board 和您的 GP surgery 通常是持有和負責您個人健康數據的主要機構。您的牙醫、社區藥房或社會護理服務等其他機構也可能會持有您的部分資料。這些機構稱為「資料控制者」。</li><li>• 您的健康紀錄包含有關健康、藥物以及您曾接受過的任何護理或治療的資料。這些紀錄可以是記在紙張上或儲存在電腦中，或同時包含兩者。</li><li>• NHS 利用您的資料來提供您所需的護理和治療。每次您獲得護理或治療時，都會在您的健康紀錄中添加資料。</li><li>• 假如您的護理由 NHS 和本地議會合作提供，NHS 可能會與其他參與您護理的人士（包括社工和社區服務）分享有關的資料。只會分享與您的護理相關的資料。</li></ul>

involved in your care, including social work and community services. Only information that is relevant to your care will be shared.

- Usually the NHS will not share your personal health data with, say, a relative or friend without your permission – unless it is in your best interest or you are unable to give consent yourself.
- The NHS uses and shares information for a variety of lawful reasons, including:
  - To help improve the public's health and NHS services, or to check that money has been spent properly. The NHS uses relevant information about you, your health and the healthcare services you have used
  - For training and research.
  - To investigate or prevent a serious crime, or to protect a child or vulnerable adult from harm.
- Wherever possible, information that identifies you is removed for these purposes. Whenever your personal information is shared, the NHS will only share the minimum data required, and will share data only in compliance with the law. Sometimes this will require your consent.
- If you have any questions about your information being shared, you should tell a member of the NHS staff involved in your care. If you believe there is no need to share your information, you can object.

- 通常 NHS 不會在未經您允許的情況下，與親戚或朋友等人分享您的個人健康數據，除非這是基於您的最佳利益或您本人無法提供同意。
- 基於一些合法理由，NHS 需要使用和分享您的資料，包括：
  - 為了幫助改善公共健康與 NHS 的服務，或審查是否適當地運用資金。NHS 會利用有關您、您的健康和您曾使用過的醫療護理服務等相關資料。
  - 用於培訓和研究。
  - 用於調查或預防嚴重罪案，或保護兒童或弱勢成人免受傷害。
- 只要有可能，會在這些用途中移除可識別您身份的資料。在分享您的個人資料時，NHS 會只分享所需的最少資料，同時只會按照法律分享資料。有時這將需要獲得您的同意。
- 假如您對分享您的資料有任何問題，您應向參與您護理的 NHS 員工提出。假如您認為沒有必要分享您的資料，您可以提出反對。

## Your privacy rights

- You have the right to know if your personal health data is being used across NHS Scotland
- You have the right to see and have a copy of your health records at no charge
- You have the right to have your data kept up to date and corrected as appropriate
- You have the right to ask for data no longer needed to be erased
- You have a right to raise a concern about your data
- You can expect health care professionals to abide by their duty of confidentiality

## Most rights come with specific conditions in the law.

Find out more about your privacy rights, please see the websites of the Information Commissioner's Office, (<https://ico.org.uk/your-data-matters/>), NHS inform and your local NHS Health Board.

If you are not happy with anything written in your records, first speak to a member of the NHS staff providing your care.

## 您的私隱權利

- 您有權知道您的個人健康數據是否在 NHS Scotland 內被使用
- 您有權查看以及免費獲得您的健康紀錄的副本
- 您有權保持您的資料更新，並在適當時提出修正
- 您有權要求銷毀不再需要的資料
- 您有權就您的資料提出疑慮
- 您可以期望醫療護理專業人員遵守他們的保密義務

在法例中，大部分權利都有特定條款。

假如您希望進一步了解自己的私隱權利，請閱覽 Information Commissioner's Office (<https://ico.org.uk/your-data-matters/>)、NHS inform 以及您本地 NHS Health Board 的網站。

假如您對紀錄中的任何資料不滿，請先向為您提供護理的 NHS 員工提出。

## For more information

You can find plenty of information on the NHS inform website about:

- NHS Scotland
- how the NHS handles your personal health information
- how to see your health records
- confidentiality when using the NHS
- keeping your information safe with SPIRE, the Scottish Primary Care Information Resource
- how to make a complaint or escalate concerns about your data
- information for young people
- Data Protection Officers in NHS Scotland
- your privacy rights on [ico.org.uk](http://ico.org.uk)

You can also get this information from GP and dental surgeries, hospitals and other places where you get NHS care. Or you can ask your local NHS Board for a copy of this leaflet, phone the NHS inform helpline on 0800 22 44 88 or look on the internet: [www.nhsinform.scot](http://www.nhsinform.scot)

Contact NHS inform for information in other languages and formats.

## 更多資料

您可以在 NHS inform 的網站上找到有關以下各項的大量資訊：

- NHS Scotland
- NHS 如何處理您的個人健康資料
- 如何查看您的健康紀錄
- 使用 NHS 時的保密性
- 透過 SPIRE (Scottish Primary Care Information Resource) 保持您的資料安全
- 如何就您的資料提出投訴或進一步解決您的疑慮
- 為青少年提供的資訊
- NHS Scotland 的 Data Protection Officer
- 您在 [ico.org.uk](http://ico.org.uk) 上的私隱權

您也可以向 GP 和牙醫診所、醫院及其他獲得 NHS 護理的地方索取該資料。或者您可以向本地的 NHS Board 索取本單張的副本、致電 NHS inform 熱線（電話：0800 22 44 88）或查看網頁：[www.nhsinform.scot](http://www.nhsinform.scot) 請聯絡 NHS inform 索取以其他語言及格式提供的資訊。

<p><b>The security of your data matters to us</b></p> <p>NHS staff, data-sharing partners and subcontractors are trained in how to safely handle your information. The NHS is required to comply with Cyber Essentials® and best practice in information security standards, such as the ISO 27001.</p> <p>The NHS complies with the standards of The Security of Network and Information Systems (NIS) Regulations 2018 to ensure information is held securely.</p> <p><b>Contact us</b></p> <p>The contact details of your local Data Protection Officer are available on the websites of your NHS Health Board, hospital and NHS inform.</p> <p><a href="http://www.nhsinform.scot/data-protection">www.nhsinform.scot/data-protection</a></p> <p>Produced by NHS Scotland</p>	<p><b>您的數據安全對我們很重要</b></p> <p>NHS 員工、數據共享合作伙伴及承包商都已受過有關如何安全處理您的資料的訓練。NHS 需要遵從 Cyber Essentials® 及資料保安標準 (如 ISO 27001) 的最佳實踐。</p> <p>NHS 遵守 The Security of Network and Information Systems (NIS) Regulations 2018 (2018 年網絡與資訊系統安全規例) 的標準，確保資料被安全地保存。</p> <p><b>聯絡我們</b></p> <p>您可以在您的 NHS Health Board、醫院及 NHS inform 的網站取得您本地 Data Protection Officer 的聯絡資料。</p> <p><a href="http://www.nhsinform.scot/data-protection">www.nhsinform.scot/data-protection</a>。</p> <p>由 NHS Scotland 製作</p>
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