

SCHOOL OF MEDICINE, DENTISTRY AND BIOMEDICAL SCIENCES CHALLENGE-UK PRIVACY NOTICE

Queen's University Belfast ("we", "us" and "our") is committed to protecting your personal data. The notice is addressed to the patients on the CHALLENGE-UK study, ("you" and "your"). This Privacy Notice tells you why we need to collect personal information about you, what we will do with it, and how we will look after it. It also tells you about your legal rights in relation to your Personal Data. If you have any questions about this privacy notice, please contact us. Contact details are provided below.

WHO WE ARE

1. We are Queen's University Belfast, a university with a reputation for excellence in education and research and a member of the Russell Group. Founded in 1845 as Queen's College Belfast, we became an independent university in 1908. Dr Vicki Coyle, Centre for Cancer Research and Cell Biology, Queens University Belfast is the Chief Investigator of the CHALLENGE-UK trial. The Northern Ireland Clinical Trials Unit (NICTU) is the clinical trials unit supporting the Chief Investigator in the conduct and co-ordination of the CHALLENGE-UK trial. Belfast Health & Social Care Trust are joint data controllers with Queen's University Belfast

HOW YOUR PERSONAL DATA IS COLLECTED

2. **Information you provide:** When conducting a clinical trial we will ask for information about you, such as your name, address, telephone number, DOB etc. This is known as your "Personal Data". We will also ask you for some special categories of information (for example health information). This is known as your "Sensitive Personal Data".

HOW WE USE YOUR PERSONAL DATA

3. We will use your personal data to determine the effects of the CHALLENGE-UK study, which is a study that looks at impact of a physical activity programme on disease-free survival in patients with high risk stage II or stage III Colon cancer trial.

LEGAL BASIS FOR COLLECTING AND USING YOUR PERSONAL DATA

4. We will only use your Personal Data if we have valid reasons for doing so. These reasons are known as our "legal basis for processing". The legal basis for processing your Personal Data is:
 - Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

And, the legal basis for processing your Sensitive Personal Data is:

- Processing is necessary for archiving purposes, scientific or historical research purposes or statistical purposes.

WHO WE SHARE YOUR DATA WITH

5. In line with our Data Protection Policy and Procedures we can share your information, including Personal Data and Sensitive Personal Data, with the following parties for the purposes set out above:
 - Northern Ireland Clinical Trials Unit (NICTU, Belfast Health & Social Care Trust
 - University of Leicester
 - CCTG (Canadian Cancer Trials Group)

DATA PROCESSING OUTSIDE EUROPE

6. Your information will be shared outside of the EEA as part of this study. However, the transfer of data will be to another research institution, with the appropriate levels of protection applied and relevant contractual agreement in place. The data will only be used to further the research and identifying data will not be made public.

HOW LONG YOUR INFORMATION WILL BE KEPT

7. We will keep your Personal Data and Sensitive Personal Data for 5 years after the study. We will only keep your information if we need it for one of the reasons described above. We place great importance on the security of the Personal Data that we hold, including the use of physical, technological and organisational measures to ensure your information is protected from unauthorised access and against unlawful processing, accidental loss, alteration, disclosure, destruction and damage.

YOUR RIGHTS

8. The Data Protection Act 2018 provides you with a number of legal rights in relation to your Personal Data, including the right:
 - to request access to your Personal Data;
 - to request correction of your Personal Data that is wrong or incomplete;
 - to request erasure or the restriction of processing of your Personal Data;
 - to request the transfer of your Personal Data in a structured; commonly used machine-readable format;
 - not to be subject to automated decision making; and
 - to withdraw your consent.

If you wish to exercise any of the rights set out above, or require further information about any of the rights, please contact us.

There may also be times where we cannot stop using your Personal Data when you ask us to, but we will tell you about this if you make a request.

CONTACTING US

9. If you have any questions or comments about this privacy notice, the University's Data Protection Officer and the BHSC Data Protection Office can be contacted at:

Derek Weir
Data Protection Officer

Registrar's Office
Lanyon South
Queen's University Belfast
University Road
BT7 1NN
info.compliance@qub.ac.uk

Data Protection Office
Belfast Health & Social Care Trust
1st Floor Administration Building
Knockbracken Healthcare Park
Saintfield Road
Belfast
BT8 8BH

COMPLAINTS

10. You have the right to complain about how we treat your Personal Data and Sensitive Personal Data to the Information Commissioner's Office (ICO). The ICO can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

CHANGES TO THIS NOTICE

11. We may update this Privacy Notice from time to time. We will notify you of the changes where we are required by law to do so.