

How we use your data

Simplyhealth is committed to protecting your right to privacy. We appreciate the sensitivity of the personal information that you disclose when you visit, or register on our website. This is also to make sure we comply with any legal obligations.

We observe high standards of confidentiality and comply with all relevant data protection legislation, in respect of which we are registered with the Information Commissioner's Office.

This policy will help you understand why we collect your personal information, how it is used and what your rights are. It will enable you to make an informed decision as to whether you give us your personal information via our websites.

Where you are asked to provide personal information on our websites, you will be prompted to read our Privacy Policy and confirm that you have done so.

For roles with a senior management function or certified employees, there are some specific circumstances which apply to employment vetting:

Prior to your employment, Simplyhealth will need to conduct checks to ensure you can continue to perform your role; you may be asked to supply in writing:

- (a) evidence of qualifications, financial and managerial experience, credit worthiness, competence and character; and
- (b) any duly completed form or questionnaire in whatever form the Company and/or any Group Company considers necessary to meet legal and regulatory requirements.

These checks are a regulatory requirement, and since the GDPR allows for processing required "for compliance with a legal obligation to which the controller is subject," there is no conflict between the GDPR and the regulatory reference requirements of the SMCR.

What rights do I have around the use of my personal data?

We know that data protection can be complicated and that's why you have a number of rights;

You have the right to see your personal data that is held by us. You also have the right to ask us to amend data that is incorrect, to delete data, or not use it in certain ways. You have the right to move, copy or transfer your personal data from information captured by us. You can contact the Data Protection Officer to do this.

Who holds my personal data?

Simplyhealth People hold your data. If you have any questions about the personal data that we hold, how we use it, or want to exercise any of the rights above.

If you have any questions about the personal data that is held and how we use it please write to:

The Data Protection Officer
Simplyhealth People
Hambleton House
Waterloo Court
Andover
Hampshire
SP10 1LQ.

How do you protect my personal data?

By law we must have measures in place to protect data. As a result we have strict rules to protect the storage and use of all data. These rules apply to anyone who uses the data, even if they are not part of the Simplyhealth Group (we make sure that our contracts include clauses to protect data). Our processes also include protection for our buildings and IT systems. To check that these measures work we run independent audits on a regular basis.

Who can see my personal data?

We can give your personal data:

- to persons who provide a service to us or act as our agents
to anyone to whom we may transfer rights and duties under this policy