GDPR Privacy Notice

Project: Development and testing of EQ-5D-5L bolt-on descriptors for hearing

How The Office of Health Economics processes your personal data

The privacy and security of your personal information is very important to the OHE. This policy explains how and why the OHE uses your personal data and explains your privacy rights under data protection law. For the purposes of data protection law, the OHE is the "data controller".

In this policy when you see the words, "we", "us, "our" or "OHE", it refers to: Office of Health Economics, a charity with registration number 1170829.

The registered office of the Office of Health Economics is 2nd Floor Goldings House, Hay's Galleria, 2 Hay's Lane, London, SE1 2HB.

OHE conducts research and provides consultancy services on health economics and related policy issues that affect healthcare and life sciences industries.

If you have any questions in relation to this privacy policy or how we use your personal data, please contact Chris Sampson.

What is Personal Data & Purpose of this Notice

In this policy the words, "personal data" means any information that identifies you, for example, your name, address, telephone number, email address.

This privacy policy gives you information about how we collect and process your personal data, as well as any information that you provide when you sign up to receive a newsletter or work with OHE in relation to any activity, project or initiative.

Specific purposes for data collection on this occasion are to support the study titled 'Development and testing of EQ-5D-5L bolt-on descriptors for hearing'.

What Personal Data Does the OHE Collect?

The OHE will collect, use, store and transfer the following different kinds of personal data about you:

- Your full name, including your title;
- Your contact information, including telephone number, email address and postal address;
- Information about your health status;
- Your attitudes, opinions, and feedback provided as part of your involvement in an online discussion group, focus group, or interview.

How We Use Your Personal Data

Your personal data will be saved by and may be viewed by OHE employees, contractors and representatives.

We will only use your personal data on relevant lawful grounds as set out in the Data Protection Act 2018 and specifically, in pursuit of our legitimate interests. We explain how we rely on these lawful grounds below.

Personal data provided to the OHE will only be used for the purpose or purposes outlined in this privacy policy or in any privacy notice sent to you and in accordance with any preferences that you

express. If asked by any police, regulatory or government authority we may need to provide your personal data to these agencies.

The OHE does not sell your personal data.

The main uses of your personal data are set out below, as well as the legal basis that we rely on for this processing.

To contact you in order to request that you participate in an online discussion group, focus group, or interview

We will use your identity and contact information in order to contact you in relation to the project that the OHE is working on. We consider that using your personal data for this purpose is necessary for our legitimate interests in order that we can gather information from you about your attitudes, opinions, and feedback in order to inform and shape the research that we are working on.

Legal basis for processing your personal data under GDPR

The legal basis for processing your personal data on this occasion is Article 6(1a) consent of the data subject.

Special category personal data

In addition to the legal basis for processing your personal data, OHE must meet a further basis when processing any special category data, including data concerning health. The basis for processing your sensitive personal data on this occasion is Article 9(2a) the data subject has given explicit consent to the processing.

Data Security

The OHE has put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, we limit access to your personal data to those employees, agents and contractors and representatives who have a business need to know it. They will only process your personal data on our instructions and they are subject to a duty of confidentiality. We have put in place procedures to deal with any suspected personal data breach and will notify you and the relevant regulatory authority of a breach where we are legally required to do so.

Transfer of your data outside Europe

Your data will be transferred for processing to the University of Technology, Sydney, Australia.

For How Long Will Your Personal Data be Retained?

The OHE will only retain your personal data for so long as is necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting or reporting requirements.

Your Legal Rights

Under certain circumstances, you have the rights set out below under data protection laws in relation to your personal data:

- Access to Personal Information –You have a right to obtain access to the personal information that we hold about you.

- Change Inaccurate Information –You have a right to ask us to correct inaccurate personal information and to update incomplete personal information.
- Request to Delete Your Information –You have a right to request that we delete your personal information if you believe that we no longer need your information for the purposes for which it was provided; or we are not using your information in a lawful manner; or we have requested your permission to process your personal information and you wish to withdraw your consent. Please note that if you request us to delete your information, we may have to stop engaging with you.
- Request to Restrict the Processing of Your Information –You have a right to request that we restrict the processing of your personal data if you believe that any of the information that we hold about you is inaccurate; we no longer need your information for the purposes for which it was provided but you require the information to establish, exercise or defend legal claims; or we are not using your information in a lawful manner. Please note that if you request us to stop or restrict the processing of your information, we may have to stop engaging with you.
- Request Your Personal Data in a Portable Format –You may have the right to ask us to provide your personal information in a portable format.
- Object to the Processing of your Personal Information –You have a right to object to the processing of your personal information unless we can demonstrate compelling and legitimate grounds for the processing. Please note that if you object to the processing of your information, we may have to stop engaging with you.
- Object to Direct Marketing –You have a right to object to use of your personal information for direct marketing purposes.
- Withdraw Consent –Where we rely on your permission to process your personal information, you have a right to withdraw your consent at any time. Please note that if you withdraw your consent, we may have to stop engaging with you.
- To Complain –You have the right to make a complaint at any time to the Information Commissioner's Office, the UK regulatory authority responsible for data protection issues. If you are based outside the UK, you can contact your national regulator. We would appreciate the opportunity to resolve any concerns before you approach the Information Commissioner (or your local regulator if outside the UK) and therefore, wherever possible, we request that you contact the OHE in the first instance.

If you wish to exercise any of the rights set out above or have any questions in relation to this Privacy Policy, please use the Contact Us form on www.ohe.org.

We may need specific information from you to help us confirm your identity and ensure your right to access your personal data (or to exercise any of your other rights). We may also contact you to ask you for further information in relation to your request.

We will try to respond to your request within one month. Occasionally, it may take us longer than a month if your request is particularly complex or you have made a number of requests. In this case we will provide you with updates.