

**Dear Sir/Madam,**

The following information sheet was issued by the Local Health Unit "Azienda ULSS n. 4 Veneto Orientale" (in the document it will be cited as "L.H.U.") pursuant to and in accordance with the art. 13 of the European Regulation 2016/679 (in the document it will be also cited as "GDPR"), and it concerns the protection of natural persons with regard to the processing of personal data.

**AIM OF THE PROCESSING OF DATA AND JURIDICAL FRAME**

Your personal data will be processed for the following aims:

1. To undertake all the necessary activities in terms of prevention, diagnosis, healing and rehabilitation of your health condition. This includes also the collecting of data in case of hospitalization and discharge. This data collection will be performed by medical and healthcare staff and also by the health district facilities in case of outpatient services and of services related to the First Aid Unit and if needed, by the social-health services, that are being run in cooperation with the L.H.U. and the Municipalities: for this reason, the juridical frame of the processing is that of guaranteeing the protection of your vital interest by carrying out tasks concerning diagnosis, assistance or hospital therapy, i.e. by managing the systems and healthcare facilities.
2. To carry out all the administration and management-related fulfillments, to carry out monitoring activities and assessment activities related to the quality of the healthcare services and to carry out/allow third parties to carry out an epidemiological and a statistical research which aims at protecting the physical integrity and the health of such third parties and of the whole community: for this reason, the juridical frame of the processing is that of fulfilling the legal obligations as well as the contract's obligations that the holder of the treatment is required to fulfill.
3. To manage, if necessary, the controversies; for this reason the juridical frame of the processing is that of making sure, exercise or to defend a right at a legal branch or every time the jurisdictional authorities exercise their functions;
4. To facilitate the access to the visitors during the hospitalization; this can be realized just upon your permission;
5. To allow you to access the online consultation of your medical reports, which is offered by the L.H.U. for the printing and the storage of the medical reports on your PC or on your mobile device: to this end we would like to remind you that the medical report will be available online, but just for a limited period of time, of max. 45 days, nonetheless it must be downloaded 30 days starting from the date of issue, so that it will be not necessary to pay the whole cost of the health treatment, as it is foreseen by the current regulation: this can be realized just upon your permission;
6. To allow your GP or primary care pediatrician to directly obtain and electronically your medical reports: this can be realized just upon your permission.

**PERIOD OF CONSERVATION OF DATA**

The provided data will be kept for a period of time that is necessary for the fulfillment of the aims, for which they were collected and afterwards for a period of time foreseen by the current regulations and applicable laws.

**TYPES OF DATA CONFERRAL AND CONSEQUENCE OF A LACKING CONFERRAL**

For the purposes of the distribution of healthcare medical services, the conferral of data is mandatory. The lack of the conferral of data entails—depending on the cases- the denial to access healthcare treatments and/or the denial to benefit from the requested economic advantages and/or that are currently applicable according to the regulations.

It is not mandatory to confer the data that concern your health condition to family members. If so, you can anyway benefit from the healthcare treatments: therefore, at every hospitalization you will be asked to provide us with the names of the people that should be informed about your healthcare condition.

The conferral of data regarding points 5 and 6 is mandatory: therefore a possible denial of the consent of the processing of data entails the denial

to access respective services but it will allow you to benefit from the outpatient services.

**TYPE OF PROCESSING**

The processing be carried out manually or electronically, online or in print mode, by using tools that guarantee high security and confidentiality.

**TYPES OF RECIPIENTS**

All the data collected and processed –exclusively for the above mentioned aims- can be forwarded to internal authorized personnel entitled to the processing of data according to their job profile and according to the job they were appointed with, respectively (this includes physicians that are undergoing their medical specialization, interns, etc.). Such data will also be forwarded to the following categories of external parties, if established so by the laws, regulations, or in order to carry out institutional tasks:

- a. To state-owned organizations (L.H.U.) and/or private organizations (private hospitals, nursing homes), accredited doctors, people involved in the diagnosis and treatment-related paths, in case of transfer;
- b. To other NHS1 and local healthcare organizations (for instance, the transmission of discharge documents, screening activities);
- c. To other state-owned organizations
- d. Municipality of residence (for instance, information related to births, deaths, and mandatory healthcare treatments);
- e. To the insurance of the L.H.U. in order to protect the staff and the L.H.U. itself in case of liability;
- f. To social security organizations for the aims related to the protection of the recipient;
- g. To the legal authorities and/or public security authorities, in the cases specifically established by the law.

Among the parties involved in the processing of data also external companies are included. Such external companies are entitled to carry out specific activities that are necessary in order to provide the hospital with the services by strictly complying with the aims mentioned above. Other parties involved are the providers of goods and services, development service providers, parties entitled to the provision and management of the technology platforms which are implemented within the hospital (for instance: online portals for the consultation of medical reports; provision of diagnostics-related tools), all previously cited as "external entitled parties" pursuant to art. 28 of the Regulation.

**TRANSMISSION OF DATA TO A THIRD COUNTRY OR AND/OR TO AN INTERNATIONAL ORGANIZATION**

Your personal data will not be forwarded to non-EU countries.

The holder of the treatment reserves the right to possibly use cloud-based services: in such case, the providers of such services will be selected among those that will provide adequate guarantees, as established by the art. 46 of the GDPR.

**RIGHTS OF THE INTERESTED PARTY**

You have the right (arts. 15-22 of the GDPR) to ask the hospital to access your personal data and to re-arrange them, if incorrect, to delete them or to put limitation to the processing of such data, if the requirements for such step are met. Furthermore you can obtain the portability of the data you provided the hospital with, only in the case of an electronically-related treatment and based on your permission or based on the agreement. You also have the right to revoke the consent to treatment regarding the aims for which the consent is necessary, it being understood that this will not affect the lawfulness of the treatment based on the consent given at the moment of the revocation.

You can exercise the above mentioned rights by sending us an email: [privacy@aulss4.veneto.it](mailto:privacy@aulss4.veneto.it)

You also have the right to lodge a complaint pursuant to art.77 of the GDPR, with the Supervisory Authority (in Italy, Guarantor for the protection of personal data).

**DATA CONTROLLER**

The holder of your personal data is the L.H.U. ULSS n.4 Veneto Orientale. The holder has also appointed a data protection officer: avv. Piergiorgio Cervato (Studio Cervato Law & Business, located in Padova), e-mail: [rdp@ausl.veneto.it](mailto:rdp@ausl.veneto.it)

<sup>1</sup> SSN: Italian National Healthcare Service