



Sharing your information



Easy read version



Sharing your information



To make sure you get the care you need sometimes we need to share information about you.



We will share your information with the NHS or other services that are involved in your care.



We will always make sure we keep your information safe.

Why does my information need to be shared?



Your information will be shared between the people who help to look after you.



This means you do not need to tell people the same information over and over.



Sharing your information helps people know what support you need.



What information is shared?

Your name and address. Birthday and your Doctor's name.



We will also share the information we get from your assessments.



This might be information about:

- your health



- any difficulties you are having



- what you say you need



- what help you are getting.

Can you share my information when I do not want you to?

There are some special times when we can share your information without asking you.





We will only do this if there is a very serious reason.



We will only do this if the law says that we can.



What if I don't want to share my information?

This can make it hard to make sure you get the help you need if we cannot share your information.



Emergency contacts

We will ask you to tell us someone we can contact in an emergency.



This could be a friend or family member you trust.



You should tell your friend or family member that you have done this.



Will my information be kept safe?

The law says we have to keep your information safe.



We will always protect your information.



What can I do if I am unhappy with how my information is being used?

If you are unhappy with how we share your information you should ask someone you trust to help you.



This could be someone who supports you or your social care worker.



Or you can ring **01243 777100**



Or email **feedback@westsussex.gov.uk**



You can find out more information on our website **www.westsussex.gov.uk/privacy-policy**.

More information



If you want to know more about this leaflet you can speak to your care professional or contact Adults' CarePoint.



Phone:
01243 642121



Email:
socialcare@westsussex.gov.uk



NGT Text Relay:
18001 01243 642121
(you will need to download an app for your tablet or smart phone use this service)



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