

**INFORMATION REGARDING THE PROTECTION OF PERSONAL DATA  
(Article 13 of EU Regulation 2016/679 of 27/04/2016 – so called GDPR)**

Dear Sir / Madam,

this Healthcare Company with this document informs you about the purposes and methods of use of your personal data within the scope of its institutional activities, in compliance with the provisions of art. 13 of EU Regulation 2016/679 / GDPR and the provisions of Legislative Decree 196/2003. These activities also include the provision of health services in the Week Surgery regime at the Hospital of Budrio (AUSL Company in Bologna), an external structure at the S. Orsola Polyclinic.

The personal data requested and, in particular, the data related to your health, are essential for the provision and management of the health services required and are used by the staff of the University Hospital of Bologna Polyclinic S.Orsola- Malpighi respecting professional secrecy, office secrecy and according to the principles of privacy legislation.

**TREATMENT OF PERSONAL DATA**

We talk about the processing of personal data in respect of any operation performed on the personal data. Personal data are information (such as personal data, contact details, health card number, social security number, etc.) or other **special data** (such as health information) concerning a natural person, the so-called interested party.

**PURPOSE and LEGAL BASIS of DATA PROCESSING**

The Data Controller is the subject who, individually or together with others, determines the purposes (or, more properly, for public subjects, implements the institutional purposes assigned) and the means of processing personal data. The Data Controller, or the University Hospital of Bologna Polyclinic S. Orsola-Malpighi may lawfully process data **only** when the treatment has a specific legal basis (e.g. legal obligations) and is functional to activities that are included among their institutional purposes; all this in compliance with current legislation.

The processing of your personal data and those relating to health takes place by the company pursuant to art. 9 paragraph 2 lett. h) and i) of the GDPR and therefore **without** the need for **consent** (provided that no genetic and / or biometric data are processed) for the following purposes:

- protection of health and physical safety (i.e. prevention, diagnosis, treatment, assistance, health or social therapy, rehabilitation), including in the context of integrated care pathways involving other public / private health entities / structures;
- preventive medicine;
- protection of the physical and health of third parties and the community;
- reasons of public interest in the public health sector.

Furthermore, the personal data you provide are processed to comply with legal obligations, as well as for the pursuit of the Company's legitimate interests and are therefore **indispensable** for such further activities:

- administrative, management and accounting obligations related to the institutional tasks of companies and bodies of the NHS and / or related to legal obligations;
- management of complaints / exposed / litigation
- didactic and professional training activities (the use of photo-video filming requires that images be acquired anonymously, or that their complete anonymization is carried out before use);
- epidemiological and statistical activity;
- video surveillance;
- purposes of significant public interest such as the planning, management, monitoring and evaluation of health care, surveys to record the experience and degree of user satisfaction, etc. ...;
- further reasons for so called significant public interest provided for by law or regulation.

It also specifies personal data may be processed for purposes other than those for which the user has issued them. In particular, they may be processed in order to be able to contact you on events, initiatives, awareness and scientific dissemination projects, solicitation of donations, surveys and research, based on the condition of "legitimate interest" (Article 6, paragraph 1, letter f) GDPR, considering C47 and Opinion 6/2014 of the Working Party 29) of the Company / Institute. This legitimate interest lies in keeping the relationship established with you constant, to keep you informed about the awareness actions that it is deemed useful to make known to demonstrate your constant commitment to the realization of your mission of collective and social interest in the medical field. This legitimate interest is admitted under the aforementioned law, as an

alternative mechanism to the explicit consent of the interested party. This legitimate interest is acquired by the Company (and counterbalanced by the interest of the person) to the extent that - through its own actions on the site (e.g.: project membership, donation of 5Xmille, etc. ...) - the user has shown to be interested and share company principles. For these activities, the data will be stored in our archives for the time period necessary to provide these information services. Obviously, this retention period is extended as long as the person's interest in staying in contact with the Company / Institute lasts: if there is no longer interest, it is sufficient that this be communicated to the address [dpo@ausl.bologna.it](mailto:dpo@ausl.bologna.it) and appropriate technical and organizational measures will be taken to avoid disturbing it and ending the treatment for these further purposes.

In the field of tele assistance / telemedicine or even the second opinion / multidisciplinary teams in the laboratory field, diagnostic imaging or in general in other integration paths between metropolitan companies (e.g. Diagnostic Therapeutic Care Paths) the transmission of data to another Healthcare Company it does not ordinarily require a specific consent (in that it is normally a matter of paths that are permanently integrated and shared for which a situation of co-ownership of the treatment is realized, or between the two structures a Data Controller / Data Processors relationship is established).

Further specific treatment of health data will be made by making available to the interested party additional information and **requesting, if required, a specific and explicit consent**. For example, these are related treatments:

- implementation of the Electronic Health Dossier or Electronic Health Record;
- implementation of surveillance systems / pathology registries;
- for scientific research purposes also in the context of clinical trials (except for some specific cases provided for by law);
- to the treatment of genetic and / or biometric data;
- to the communication of data to the trusted doctor or to other subjects (e.g. SOLE network);
- on-line reporting services

Further specific information will also be available in relation to particular administrative activities involving the treatment of so called details (such as for example information relating to the treatment of reports, information relating to litigation, etc.)

Finally, in the event that an external party carries out activities on behalf of the Company, the processing of the necessary personal data takes place on the basis of a contract that specifies the respective responsibilities in the processing and constitutes the legal basis that allows it. These subjects are identified as Data Processors, and are brought back within the data controller's scope: the provision of personal data to these subjects does not require the consent of the data subject.

#### **PROCESSING METHOD - USE OF DATA**

Your data may be processed on paper or computer, and audio and video modes may also be used; the data is however protected in such a way as to guarantee confidentiality, security and access to specifically authorized personnel.

The data will be used by employees or other subjects who collaborate with the Company (doctors in specialist training, trainees, etc.) all duly designated and authorized by the owner or his referent.

It is possible that personal data may be transferred to subjects of another country, even outside the European Union, if required by a legal obligation or in fulfillment of contractual obligations towards a person in charge of the treatment appointed by the Company, or in scope of research and experimentation activities. Transfers to non-EU countries and international organizations will only be carried out in full compliance with the GPRS, first of all by checking if that country offers an adequate level of data protection; in the absence of this requirement, the data controller or the controller will implement the safeguards to protect the data subject provided for by the RGPD (among these, in some cases, the request for consent to the transfer).

#### **TIME OF DATA CONSERVATION**

Your data will be kept for the time necessary to pursue the purposes for which they were processed, subject to the longer time necessary to comply with legal obligations, due to the nature of the data or document or for reasons of public interest or for the exercise of public powers, taking account of what is defined in the corporate reference document called Massimario waste (T01 / PA40) published on the Company's website (privacy area).

In particular, the data relating to each episode of hospitalization, collected in the relative medical record, are subject to unlimited conservation.

### WHO THE DATA IS COMMUNICATED TO

The data relating to the state of health are not subject to dissemination (i.e. they cannot be disclosed to an indeterminate number of subjects); they may instead be communicated, in the cases provided for by law or regulation, to public and private entities, bodies and institutions for the achievement of their respective purposes. As an example, some subjects are reported to whom the Company can communicate personal data:

- public bodies (other health companies / health organizations) and private individuals (private health facilities, nursing homes), involved in your diagnostic-therapeutic path;
- City of residence;
- Emilia-Romagna Region or Region of residence (if different), for administrative purposes of regional competence (e.g. SDO flows and mobility);
- Social Services of Municipalities for activities connected to the assistance of weak subjects;
- General Practitioners / Pediatricians of Free Choice, when expected;
- Qualified subjects to intervene in disputes in which the Company is a member (insurance companies, legal and consultants, etc.);
- Law Enforcement and Judicial Authorities in the cases provided for by law;
- INPS / INAIL for purposes related to the protection of the assisted person;
- third parties who carry out personal data processing operations on behalf of the Company / Institute, specifically qualified "data processors" and required to comply with data protection obligations, by virtue of a specific contract stipulated with the Company;
- other subjects in the cases provided for by law or regulation
- Persons admitted to the Company's facilities or who access the Emergency Room have the right, if expressly requested, to communicate information on health status only to the subjects identified by them and not to make their presence known in the ward third.

### RIGHTS OF THE INTERESTED PARTY

At any time you can exercise the right to request access to your personal data, correction of inaccurate data, the integration of incomplete data, pursuant to and within the limits of art. 15 and 16 of the Rules. Moreover, in the hypotheses and for the reasons established by the law, in particular to the articles. 18 and 21 of the Regulations, may request the limitation of the processing of your data and may exercise the right to object to the processing.

If the conditions are met, you also have the right to lodge a complaint with the Guarantor for the protection of personal data or with the supervisory authority of the EU Member State in which you live, work or the place where the alleged violation has occurred. , according to the procedures established pursuant to art. 77 of the Regulation.

### USEFUL DATA for a CONTACT

The **Data Controller** is the University Hospital of Bologna Polyclinic S. Orsola-Malpighi, with registered office in Via Albertoni n. 15, 40138 Bologna telephone 05102141220, pec: [PEIdirezione.generale@pec.aosp.bo.it](mailto:PEIdirezione.generale@pec.aosp.bo.it).

The **Data Processor** based in Via Castiglione n. 29 40124 Bologna, can be contacted at the email address [dpo@ausl.bologna.it](mailto:dpo@ausl.bologna.it) o PEC [protocollo@pec.ausl.bologna.it](mailto:protocollo@pec.ausl.bologna.it)

Any further information concerning the processing of your data, including the processing of data for further activities, can be found on the Company's corporate website, at: <http://www.aosp.bo.it/>; section "For Citizen / citizens' privacy".