

In relation to: **NIC-311179 – University of Liverpool (HSCIC Data Access Request)
Fair Processing Statement Request**

DATED

15th Day of May 2015

FAIR PROCESSING STATEMENT (HANDLING AND USE OF DATA OBTAINED AND DISCLOSED FROM HSCIC TO UNIVERSITY OF LIVERPOOL ROY CASTLE LUNG CANCER RESEARCH PROGRAMME, LIVERPOOL LUNG PROJECT)

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As Principal Investigator of the University of Liverpool Roy Castle Lung Cancer Research Programme, Liverpool Lung Project (UoL RCLCRP-LLP), I hereby confirm that any information obtained or disclosed as a result of the above application is carried out working strictly within the Data Protection Act Principles and compliant with the processing of personal data fairly and lawfully principle (Principle 1).

I also confirm that all UoL RCLCRP staff listed within the above application and for whom we have requested HSCIC Data Access have signed an ODR Short Declaration of Use Form to avail them direct access to ONS mortality data. All staff included within the Data Access list operates strictly within the eight Data Protection Act (DPA) 1998 Principles and within University of Liverpool Employee Data Protection Act Guidelines and Policies. (Documentation previously submitted with the original HSCIC data access request).

Individuals whose data is securely held within the UoL RCLCRP-LLP and for whom HSCIC health or ONS data is being sought, have been:

- provided with a patient information leaflet; with consideration time allocated to digest the content, prior to any formal approach for consent by a Research Nurse. (Where the leaflet has been included within hospital appointment literature, some time prior to the individual's appointment, this information may have been received twice by the patient prior to approach and formal consent being sought from a Research Nurse). The information leaflet informs the patient what to expect should they agree to take part.
- made aware both written and verbally that any information collected about them will be kept strictly confidential in accordance with the Data Protection Act (DPA) 1998 and should they wish to discuss the study further, contact details are available within the leaflet to contact UoL RCLCRP-LLP staff. The leaflet advises the individual that results of the research will be published in scientific journals, for which all identifiable information will be anonymised.

- provided with a paper copy and verbal explanation of the content of the Patient Consent Form (with specific reference made to the related information leaflet). The Research Nurse allocates consideration time to the patient to enable them to digest and fully understand the content of the Consent Form and in order to address any questions/concerns they may raise, or seek reassurance/clarity of, prior to their agreement (or decline) to take part and signing of Consent Form.
- consented within a hospital or clinic setting and made aware they are free to withdraw from the study at any time.

Additional information in relation to the UoL RCLCRP and the research is available freely to individuals across various internet websites, e.g. University of Liverpool website, Liverpool Lung Project website, Roy Castle Foundation website, as well as via links within Cancer Research websites such as CRUK, NIHR etc., all of which are openly accessible to the public. Some of these links are listed below:

<http://www.liv.ac.uk/translational-medicine/research/lung-cancer/>

<http://www.liverpoollungproject.co.uk/>

<http://www.cancerresearchuk.org/about-cancer/find-a-clinical-trial/a-study-looking-at-the-causes-of-lung-cancer-in-liverpool-the-liverpool-lung-project>

<http://www.cancerresearchuk.org/about-cancer/find-a-clinical-trial/a-study-looking-at-a-way-of-diagnosing-lung-cancer-earlier>

<http://public.ukcrn.org.uk/Search/StudyDetail.aspx?StudyID=1346>

Professor J K Field

Professor of Molecular Oncology, University of Liverpool
Directory of the Roy Castle Lung Cancer Research Programme