



**Data Protection Information Leaflet**  
**St. Patrick's Mental Health Services**

You have agreed to participate in our Prompt Assessment of Needs conducted by St Patrick's Mental Health Services. It is essential that we record this assessment in order to provide the best possible service to you. We need to advise you of your data protection rights before we input any information to your electronic health record.

1. The information you provide will be shared with your Doctor and authorised staff of St. Patrick's Mental Health Services.
2. You have the right to access your information and to ask for incorrect, inaccurate or incomplete personal data to be corrected.
3. You have the right to request a restriction in the processing of your personal data.
4. Our legal basis for processing of sensitive data is under [GDPR Article 9\(2\)\(h\) – Management of Health](#) and under [GDPR Article 6\(1\)\(c\) – Legal Obligation](#) for general processing (non-sensitive e.g. contact details).
5. It is St Patrick's Mental Health Services policy to delete your medical records under confidential conditions after a period of no longer than 20 years from your last point of contact with our services.
6. You have the right to lodge a complaint regarding the processing of your personal data with the Office of the Data Protection Commissioner in Ireland.
7. You are not obliged to provide to us your personal and sensitive data, however by not doing this may have an impact on the most appropriate services that can be offered to you.

Any data protection queries can be referred to our Data Protection Officer, [dpo@stpatsmail.com](mailto:dpo@stpatsmail.com).

The St. Patrick's Mental Health Services **Privacy Notice** is available on the website <https://www.stpatricks.ie/privacy-notice>, which provides for more detailed information on our processing, safeguarding and confidentiality of personal and sensitive data.