

Sharing information without your consent

There are circumstances, even if you have not given your consent, when we may have to share your information without asking you. There are two situations where this could happen:

- if there is a legal duty for us to share your information
- if sharing your information is more important than protecting your confidentiality. This could be to make sure you, your family or others are kept safe or if there is a risk of a crime being committed.

We will not share your information without your consent, unless there is a concern that someone is at risk. This risk must be serious before we can go against your right to confidentiality.

What rights do I have?

You have the right to ask for a copy of the information held about you. For more information on how to do this, and what to do if you think your information is wrong please go to

<http://www.gloucestershire.gov.uk/dataprotection>

You have the right to refuse to have your information shared. The consequences of not allowing us to share your information will be fully explained to you. We will review your consent to share information regularly to ensure that you still agree with who and what is being shared.

What if I have any questions?

If you have any questions about how your information is being shared, please speak to your worker in the first instance. If this is not possible, please ring the Children and Families helpdesk on **01452 426 565** and ask to speak to a social worker or community social worker.



Sharing your information

We work with partner organisations to support you and your family. To provide the best help available, we may need to share information to understand you and your family's unique circumstances.

This leaflet explains how your information is shared, when and why.



Introduction

Gloucestershire County Council works with a range of partner organisations.

These include:

- Health services
- Housing
- Children's services
- Schools and colleges
- Police
- District Councils
- Probation
- Private and voluntary sector organisations.

A number of these organisations might be working with you and your family. When people are working together they may need to share your information so that everyone can understand you and your family's circumstances and needs.

Before information about you and your family is shared we will ask for your consent and explain what this means.

Why do we share your information?

Sharing your information helps the people working with you and your family to understand your circumstances and the needs you may have. It also means we can work together to provide you and your family with the best help and support available. We may also use your information to review services and carry out statistical research.

How do we share information?

People working with you and your family may use computers systems, speak to each other and/or write to each other. Your information will be transferred, handled and stored securely in accordance with the Data Protection Act 1998 and other relevant legislation.



What are the benefits of sharing information?

Sharing information means you and your family:

- Get the best help and support available
- Are not asked the same questions again and again
- Get quicker and easier access to services and support
- Find decisions are made quicker
- Receive more 'joined-up' help and support
- Are kept safe and well
- Are better informed.

What information will be shared?

Information will only be shared that:

- will mean a better service is provided to you and your family
- helps keep you and your family safe
- helps keep other people safe.

People working with you and your family will explain:

- why they need to share your information
- what information they are going to share and who with
- the impact of not sharing information and what this could mean to you and your family.

Sharing information with your consent

We will ask you to agree to information about you and your family being shared. You will be asked to sign a 'Consent to Share Information' form. Your worker will give you a copy of this form and help you complete it if you'd like. Young people over the age of 12 who understand the process will be asked to give their own consent for their information to be shared.

Can I decide not to have my information shared?

Yes. However:

- this might make getting the help or support you and/or your family need slower or you might have to tell different people the same things
- if there is some information you don't want to share with some people and some information you are happy to share, please talk to your worker about this.