

THE MARKLAND CLINIC GDPR - DATA QUESTIONNAIRE	
General	Details
Practice Name	The Markland Clinic
Practice Contact	Kate Markland
Service Provided	Physiotherapy
Data	
Who will you share data with?	GP, Surgeons. On request by client data maybe shared with Sports Coaches or Teachers
What application do you use to process the personal data	Lumion, Infusionsoft and Breathe
What application do you use to store the personal data	Lumeon, Infusionsoft and Breathe
Legal basis for storing the data	ICO and Governing body requirement to store for period of time
Where is the data stored	Lumeon, Infusionsoft and Breathe
What security measures (technical or procedural) have been implemented to protect the data that has been audited? (ie ISO 27001, third party audits, and other accreditations which cover data protection/ security)	Follow ICO Guidelines
How do you monitor data breaches, investigate and report them?	Report to clinic manager as per their Information Security Policy, as provided
Are procedures in place to regularly review and destroy excessive or out of data (paper and computer records)	Yes, see IT and Data Protection policies
How are files containing sensitive data moved from one location to another - both physical and digital	Physical data - Recorded Delivery (See Data Protection Policy) Digital data - Electronically emailed
Staff	
Do staff receive frequent information security training (how frequent?)	Yes - Annually
Do staff know what to do if personal data is lost, accessed improperly or stolen?	Yes - follow The Markland Clinic's Information Security Policy
Are there access restrictions in place to who can access the data we send?	Yes
Is there a comprehensive information security policy in place?	Yes - See Data Protection Policy
Are confidentiality agreements signed by staff?	Yes