

QIB is the sponsor for this study based in the United Kingdom. We will be using information from you and/or your medical records in order to undertake this study and will act as the data controller for this study. This means that we are responsible for looking after your information and using it properly. QIB will keep identifiable information about you for 15 years after the end of the study in a secure archive at the QIB or designated secure off-site location.

Your rights to access, change or move your information are not affected, as we need to manage your information in specific ways in order for the research to be reliable and accurate. If you withdraw from the study, we will keep the information about you that we have already obtained. To safeguard your rights, we will use the minimum personally identifiable information possible. You can find out more about how we use your information by contacting pearl-age@quadram.ac.uk

All information collected about you during this study will be kept strictly confidential. We follow Ethics and Research Governance and Good Clinical Practice (GCP) requirements.

The study will comply with EU General Data Protection Regulation (GDPR) and the UK Data Protection Act 2018. The legal bases used under the regulation that we employ to process your personal information is for tasks carried out in the public interest, which this study and associated research is.

Your personal information will be stored in locked filing cabinets at the QIB. Suitable security measures and precautions are also taken for any confidential or personal data processed or stored electronically. All data collected will be stored in encrypted databases that will only be accessed by the study team.

Once enrolled on to the study, you will be issued with a unique study identification number. These numbers will be used to protect your personal information and samples so that no one will be able to work out they are yours. These codes are also kept in a locked filing cabinet at QIB separate from your personal information.

Any communication, relating to the study, to you or from you that is sent or received on the study mobile phone will be handled in accordance with the terms set out by the QIB Data Protection Officer.

All research is subject to inspection and audit and, although your records may be accessed for this purpose, any personal information is held anonymously and remains confidential.

Please note that QIB Clinical Research Facility (CRF) has CCTV cameras in use for security purposes. Cameras on the outside cannot identify who specific individuals are who enter and leave the building. However, cameras within the public areas of the building would be able to identify individuals. This is the same security system that operates in most organisations and is designed to protect the public and staff.

To discuss any data protection policy or compliance related queries, please contact the QIB Data protection adviser on dpa@nbi.ac.uk or call 01603 450067

