

Camden Health Evolution (CHE) Limited

Subject Access Request (SAR) Form

a) Details of person requesting information (the Applicant):

Full name:

Date of birth:

Address (incl. postcode):

Telephone number:

Email address:

Telephone numbers and email addresses are helpful in case we need to contact you.

b) Are you the Data Subject (for example the named individual who the requested records refer)?

YES: If you are the data subject please go to question e)

NO: Are you acting on behalf of the Data Subject with their written authority? If so, the written authority must be included. Please answer questions c) and d)

c) Details of the Data Subject, if different to those given in answer to question a).

Full name:

Date of birth:

Address (incl. postcode):

Telephone number:

Email address:

Telephone numbers and email addresses are helpful in case we need to contact you.

d) Please describe your relationship with the Data Subject that leads you to make this request for information on their behalf:

e) Please give details as to the information you would like to review:

Please include the date range(s) for the information held (approximate dates are acceptable)

f) Declaration (to be signed by the applicant)

I certify that the information I have provided above is correct.

Signed:

Print name:

Date:

NOTES:

NHS organisations will normally respond to a Subject Access Request within one calendar month. This period will not commence until the organisation is satisfied as to the identity and authority of the Applicant.

The organisation may seek further information from the Applicant as to the specific information requested. Any request for clarification will suspend the 21 day period until the required information is received.

In accordance with the Data Protection Act 2018, we wish to inform you that your details may be used for management and audit purposes.

Please return this completed Subject Access Request (SAR) Form and any requested documentation to the address below or via email che.group@nhs.net

FAO Data Privacy Officer
Dr Daniel Beck
Camden Health Evolution Limited
2 Winchester Mews
London
NW3 3NP