



Care and Support

Easy Read Privacy Notice

When you get care or support from NCHA we have to collect and keep information about you.

 <p>A woman with short dark hair, wearing a black jacket, is smiling and holding a white sign. The sign contains the following text: 'Name: Mrs Another', 'Address: 14 Somestreet', 'Date of Birth: 11.6.71', and 'Needs:'. Below the text are three colored circles (green, orange, red) and two checkboxes. The green circle has a checkmark, and the first checkbox is also checked.</p>	<p>What information do we collect?</p> <ul style="list-style-type: none">• Your name, address and phone number• People who you are close to (mum, daughter...etc)• Details about why and how we are helping you
 <p>A man with short grey hair, wearing a dark suit jacket and a patterned shirt, is holding a clipboard with a checklist. He is holding a green pen in his right hand. The clipboard has several lines of text, with the first two lines having green checkmarks in the right margin.</p>	<p>We will use your information to:</p> <ul style="list-style-type: none">• Understand your care and support needs• Make sure our services are safe• Understand if you or other people are at risk of abuse so we can do something about it.



Who will we share it with?

We will not give anyone your private information without asking you.

But, we can share information without your permission. This is if someone is in danger of harm or a crime.



You have a number of rights about your information, including:

- The right to see a copy of the information we hold about you
- The right to have inaccurate or incomplete information corrected by us



Any questions?

Contact us by:

Email: data.protection@ncha.org.uk

Phone: 0800 561 0074

Post: Data Protection Officer
Unit 2 Clumber Court
Pelham Avenue
Nottingham
NG5 1AJ

You can see our [Privacy notice](#) on our web site www.ncha.org.uk