

# Azure Dental Practice – Privacy Notice for Patients

This notice explains how we collect, use and protect your personal information when providing dental care.

## About us

Azure Dental Practice operates from 121 Bawtry Road, Tinsley, Sheffield, S9 1UF. Our Data Protection Officer and Practice Manager is Sarah Rafiq. Contact: [sheffield.azure dental@nhs.net](mailto:sheffield.azure dental@nhs.net) | 0114 244 5278

## Information we hold

We hold contact details, dental and medical records, appointment history and limited financial information required to provide safe dental care and meet legal obligations.

## How we use your information

Your information is used to provide treatment, manage appointments, meet NHS requirements and ensure quality of care.

## Sharing information

Information may be shared with NHS bodies, healthcare professionals, dental laboratories or authorities where legally required.

## National data opt-out

You can choose whether your confidential information is used for research and planning. Visit [www.nhs.uk/your-nhs-data-matters](http://www.nhs.uk/your-nhs-data-matters) for more information.

## Keeping your information safe

We use secure systems, restricted access, audit trails and encrypted backups. Records are kept for 15 years or until age 25, whichever is longer.

## Your rights

You have the right to access, correct, restrict or transfer your information and withdraw consent at any time.

## Concerns

If you have concerns, please speak to the practice or contact the Information Commissioner's Office.