

***Health Care Standards Directorate  
Department for Health Regulation***

***Privacy Policy***

The General Data Protection Regulation (EU) 2016/679 (GDPR) regulates the processing of personal data whether held electronically or in manual form. The Health Care Standards Directorate within the Department for Health Regulation is set to fully comply with the Data Protection Principles as set out in such data protection legislation.

**Purposes for collecting data**

The Health Care Standards Directorate collects and processes information to carry out its obligations in accordance with present legislation. All data is collected and processed in accordance with data protection legislation.

**Recipients of data**

Personal information is accessed by the employees who are assigned to carry out functions within the Health Care Standards Directorate. Personal Data may be disclosed to other Directorates within the Department for Health Regulation, or other Departments within the Ministry for Health. Disclosure can also be made to third parties but only as authorized by law or by other EU Regulations and obligations.

**Your rights**

You are entitled to know, free of charge, what type of information the Health Care Standards Directorate holds and processes about you and why, who has access to it, how it is kept up to date, for how long it is kept, and what the Unit is doing to comply with data protection legislation.

The GDPR, and any other related legislation, establish a formal procedure for dealing with data subject access requests. All data subjects have the right to access any personal information kept about them by the Health Care Standards Directorate, either on computer or in manual files. Requests for access to personal information by data subjects are to be made in writing and posted to the Director, Health Care Standards Directorate, and Department for Health Regulation. Your identification details such as ID number, name and surname and address have to be submitted with the request. In case we encounter identification difficulties, you may be required to present an identification document.

The Health Care Standards Directorate aims to comply as quickly as possible with requests for access to personal information and will ensure that it is provided within a reasonable timeframe and in any case not later than a one month from receipt of request, unless there

is good reason for delay. When a request for access cannot be met within a reasonable time, the reason will be explained in writing to the data subject making the request.

All data subjects have the right to request that their information is amended, erased or not used in the event the data results to be incorrect.

In case you are not satisfied with the outcome of your access request, you may refer a complaint to the Information and Data Protection Commissioner, whose contact details are provided below.

The Director, Health Care Standards Directorate, may be contacted at:

Address: Health Care Standards Directorate,  
Department for Health Regulation,  
St. Luke's Hospital, Outpatients Block Level 1,  
St. Luke's Square,  
Pieta` PTA 1010

Telephone: (+356) 25953330 / 25953341

E-mail: [healthstandards.sph@gov.mt](mailto:healthstandards.sph@gov.mt)

The Data Protection Officer may be contacted by e-mail on [gdpr.hcs@gov.mt](mailto:gdpr.hcs@gov.mt)

### **The Information and Data Protection Commissioner**

The Information and Data Protection Commissioner may be contacted at:

Address: Level 2, Airways House,  
High Street,  
Sliema SLM 1549

E-mail: [idpc.info@gov.mt](mailto:idpc.info@gov.mt)

Telephone: (+356) 23287100