

Privacy Notice

The Poppy Factor

Service Information:

The Poppy Factory delivers a regional employment support service for wounded, injured or sick veterans across England and Wales. The Poppy Factory has received funding from NHS England to pilot working collaboratively with NHS services in areas with a high veteran population, to test the concept of working with a range of NHS services to reach more veterans, and by working with a range of services, explore collaborative working with clinicians to improve employment and health outcomes for clients.

Information for patients referred to The Poppy Factory employment support service:

You have requested to receive employment support through the mental health treatment you are receiving through Talking Change IAPT / Adult Mental Health service. As someone who has identified themselves as a military veteran (i.e. someone who has served for one day or more in the UK armed forces or reserves) you have been referred on to the specialist veteran employment charity The Poppy Factory for support. As part of an NHS England funded project, patients that identify themselves as a military veteran can now access this support. However if you'd prefer not to receive specialist support for military veterans, you can alternatively access employment support from Solent Mind if you would prefer.

The Poppy Factory works purely with veterans and understands the unique challenges that ex-Forces personnel can face, as well as understand the unique skills and experience that many veterans have to offer employers. We'll help you break down barriers to accessing employment and once in work, we'll be there to provide support if needed for up to 12 months. To proceed with support from The Poppy Factory you need to go through a registration process. By completing our registration form (www.poppyfactory.org/partnerregister) verbally over the phone or electronically you are consenting with sharing your data with The Poppy Factory. As part of registration you will also need to complete a consent to share information form, which will give us permission to share updates on your progress with Solent NHS Trust so we can coordinate your support together.

- 1. Type of personal information being processed:** The sharing of this information is purely based on consent and you as a patient will have a say over what is accessed; however, the information that can be accessed, if consent to, will be access to your patient medical record.
- 2. How we obtain the personal information and why we have it:** Solent NHS Trust will be obtaining this information from a number of sources, including but not limited to
 - Directly from yourself
 - Other Healthcare Professional's and Services

The Poppy Factory employee, will access the information directly from Solent NHS Trust's Electronic Patient Record Systems (IAPTUS and SystmOne).

IF YOU HAVE ANY QUERIES, PLEASE CONTACT

Information Governance Team

E-mail: InformationGovernanceTeam@solent.nhs.uk

Tel: 0300 123 3919

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- 3. Legal basis:** The legal basis for The Poppy Factory employee accessing your information, is consent. You can withdraw your consent at any point.
- 4. How we store your personal information:** Details of the client's employment support journey will be recorded on Harlequin and Outcome Star for monitoring, evaluation and quality management purposes. Relevant personal information shared by the client with the EC during the period of support, will be recorded on The Poppy Factory's Harlequin database. Data will be held in accordance with The Poppy Factory's [privacy policy](#).
- 5. Who has access to your information / who do we share it with?** Only employees of The Poppy Factory can access your information. Where client consent has been provided to share relevant information, The Poppy Factory will share relevant information held with third-party agencies agreed with the client.

Further information on the use of your data and your rights can be found <https://www.solent.nhs.uk/about-us/trust-information/your-information-your-rights/>

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