

Individual Funding requests (IFR)

Purpose	To fund specific treatment for you for a particular condition that is not covered in our contracts with providers. Individual Funding Requests provide payments required to receive specialist treatment, not routinely provided on the NHS, on a case by case basis.
Type of information Used	Identifiable: Personal (such as name, address, date of birth) and Special Category (health information) – to make payments Anonymous – to provide reports for analysis of payments made
Legal basis	GDPR Article 6(1)(e) – processing is necessary for the performance of a task carried out in the exercise of official authority vested in the controller GDPR Article 9(2)(h) processing is necessary for the purposes of the provision of health or social care or treatment or the management of health or social care systems and services.
How we collect (the source) and use the information	Information required to make payments in relation to funding treatments is provided by you, along with relevant information from primary and secondary care regarding the referral for specialist treatment. The CCG will only use the identifiable information we collect to process the request for funding. This process is carried out with the consent of the patient to satisfy the Common Law Duty of Confidentiality.
Your Rights	With regards to Individual Funding Requests under GDPR you have the right: <ul style="list-style-type: none"> • To be informed about the processing of your information (this notice) • Of access to the information held about you • To have the information corrected in the event that it is inaccurate • To restrict or stop processing • To object to it being processed or used • Not to be subject automated decision-taking or profiling • To be notified of data breaches
How long we will keep the information	Retention is aligned to the Leeds CCG Retention and Disposal Schedule and managed through the Asset Register; further details will be made available on request.
Who we will share the information with (recipients)	Personal data is not shared outside the CCG- IFR panel is made up of the Medical Directors from the CCG, Lay Member, Consultant Plastic Surgeon, Consultant Liaison Psychiatry, Public Health Consultant for CCG, and the Commissioning Managers for certain procedures.