

# Summary on the rules for consent and exchange of your personal data

The purpose of processing your personal data is to provide you with the best possible treatment. Your personal data is processed securely, and health information is processed in accordance with the Health Act, "Bekendtgørelse om autoriserede sundhedspersoners patientjournaler". (Notice on Authorised Health Care Patients)

## When using our hospitals, we collect the following personal information:

- General information: Name, address information, e-mail, telephone numbers
- Social Security number
- Sensitive information:
- Health information
- Pre and post pictures in connection with cosmetic treatment, cf. Notice on cosmetic treatment.
- Possible ethnic or religious information
- Social conditions (eg in case of home care or local authority rehabilitation)

## Consent to exchange health information

Employees at Aleris-Hamlet Hospitals have a duty of confidentiality. This means that, fundamentally, they may not exchange information with others about your health without your consent. Exchange of health information is often crucial for a successful and coherent course of treatment. Information may only be obtained / provided on to the extent necessary. The staff will therefore always assess the relevance of information provided.

## Consent to exchange your health information in connection with your examination / treatment

A consent to exchange health information in connection with your treatment is valid until the end of the treatment process, and includes the exchange of health information with the following:

- Your own doctor / general practitioner or specialist
- Public hospitals
- Other healthcare professionals, e.g. private hospitals, physiotherapists / chiropractors, local authorities, etc.

## Consent to exchange your health information for purposes other than treatment

A consent to exchange health information for purposes other than treatment is valid for a maximum of 1 year and includes the transfer of health information to:

- Your close relatives
- Insurance companies, if the treatment is paid for by them
- Regions related to invoicing if your examination or treatment at Aleris-Hamlet is paid for by the government
- Internally connected companies at Aleris

If you have stated your health insurance as a payer, it is a prerequisite for payment that you give consent for Aleris-Hamlet to send a copy of your medical journal from the current course of treatment to your health insurance.

If the region pays for your examination or treatment, a copy of your medical journal will be sent to the referring hospital department. In addition, information on current processes in the form of diagnostic codes and completed examinations or operations is sent to the regional office in connection with invoicing to the region.

If there is specific information that you do not want disclosed, or if there are healthcare professionals or authorities that you do not want informed, please let us know.

## Who can Aleris-Hamlet automatically retrieve and provide information to without your consent?

Internal healthcare and administrative staff at Aleris-Hamlet have access to your personal and health information to the extent that they participate in your treatment or contribute to the documentation and invoicing of your treatment course. There may be cases where Aleris-Hamlet, in order to ensure a successful and coherent process, provide your health information without your consent, if you are transferred for further treatment at a public hospital.

The Health Act requires the hospital to report information on treated patients to the National Board of Health's National Patient Register, cf. "Order on Medical Review of the Medical Patient Register of Treatment performed at Private Hospitals and Clinics" and to statutory clinical databases, cf. "Executive Order on Reporting to Authorized Clinical Quality Databases and transmission of data to the National Board of Health."

The information is never transferred to third countries (outside the EU).

## Worth knowing

You may always revoke your consent, in whole, or in part. You do this by contacting Aleris-Hamlet's staff.

We also refer to our personal data policy at [www.aleris.dk/om/persondata-politik.cting](http://www.aleris.dk/om/persondata-politik.cting) Aleris-Hamlet staff.