

How we use your data to improve oral and maxillofacial surgery

The Quality and Outcomes in Oral and Maxillofacial Surgery (QOMS)

Patient Information Leaflet

Please read this leaflet carefully. It explains who we are, what we are doing & how we treat your information to guarantee your confidentiality and anonymity.

The oral and maxillofacial unit of this hospital is participating in the 'Quality and Outcomes in Oral and Maxillofacial Surgery (QOMS) project, and we need to collect some of patient data.

What is QOMS?

QOMS is a **national** project aiming to improve the quality of care and services of oral and maxillofacial surgery departments for future patients in the UK. To do this, we need to see what care is like now, so we have asked your surgeon to submit some data about your surgery and follow-up care. This will enable us to compare quality of care in hospitals in the UK. This process is called "audit".

What information about me will be collected and why?

To be able to draw an accurate picture of oral and maxillofacial care, we may collect information about:

- Your medical condition and treatment to measure quality of care,
- Your NHS/Hospital Number, date of birth and gender to correctly identify you across different hospital databases and through time,
- Your postcode to ensure we can compare hospitals with similar characteristics (we only keep postcodes for one year maximum).

Is my information safe?

Yes, your information is safe. It is held in a secure database, at Barts Cancer Research UK Centre at Queen Mary University of London. Strict rules are in place to make sure it is held under UK and international standards for data security. Access to your personal information is restricted to your clinical team who would have it anyway, and a limited number of staff at Barts and the QOMS team who need to analyse the data.

What will happen to my information?

- Data is analysed at least once a year to compare the quality of care across hospitals.
- Your name will **never appear** in any project publication. It will be **impossible** for you to be recognised from this analysis as we will combine your data with that of lots of other patients.
- We will also **never** share information that can identify you with any other organisations for any reasons other than for linking datasets with approved partners.
- We will keep your personal information for 4 years after the end of collection of follow-up data. Afterwards, we will either remove personal data, keeping just the data on your care, or delete it all.

Why haven't I been asked for permission to use my information?

We have approval from the Secretary of State for Health to store and use patient information without consent, under Section 251. More information on section 251 is available here:

<http://www.hra.nhs.uk/about-the-hra/ourcommittees/section-251/what-is-section-251/>.

Who else has reviewed QOMS?

QOMS has also been reviewed by the volunteers of the project's Patient and Public Involvement group (which includes patients, carers and lay representatives) and by this hospital to ensure that we follow their data security policies.

Do I have to take part in QOMS?

No, you do not have to take part. Participation is **totally voluntary**. You can change your mind at **any time** without affecting the level of care you receive.

- If you are happy for your data to be used, you don't have to do anything.
- If you **do not** wish to have your information collected for this project, please inform a member of your oral and maxillofacial team or the QOMS team (more details below).

Who is organising and funding QOMS?

QOMS is led and funded by the British Association of Oral and Maxillofacial Surgeons (BAOMS) and Saving Faces – the Facial Surgery Research Foundation. Their respective Registered Charity numbers are 1062067 and 1081214. The data controller responsible for safeguarding your information for this project is BAOMS.

What do I do if I think my data has not been used correctly?

If you have concerns about the way your personal data is being handled please inform your surgeon, a member of their team or contact the QOMS project team. If you feel it is serious enough, you also have the right to contact the Information Commissioner's Office, the authority in the UK responsible for data protection law. They can be contacted by telephone 0303 123 1113 or via their website

<https://ico.org.uk/concerns/>.

Contact details

QOMS Project Team: BAOMS | Royal College of Surgeons of England, 35/43 Lincoln's Inn Fields, London WC2A 3PE | T : +44(0) 207 405 8074 | W: <http://bit.ly/qoms-at-baoms>

E: goms@baoms.org.uk

To opt out, please call us or email us putting "Opt out" in the subject line.

