



PROCESSING STATEMENT

Under the General Data Protection Regulation (GDPR), the RCP must provide comprehensive information on how records and information about living people are being collected, used and disposed of. This processing statement explains what data the Global team holds about you, why we hold it, how we protect it and how you can access your rights.

What we do with your data

The global team maintains information about you in order to provide you with information on CPD, training, membership activities and events managed by the global team and the RCP. This involves sharing information across RCP departments and RCP partners.

Why we need to collect and use your data

The global team must maintain up to date contact details to communicate with service users. Information on service delivery, including applications and supporting documents is essential for us to deliver the Medical Training Initiative (including the Diploma in UK Medical Practice), CPD and Training activities as agreed in the terms and conditions (see RCP forms).

Who we share your data with outside the RCP

The global team shares information with the NHS trust, GMC, Academy of Medical Royal Colleges, Liverpool School of Tropical Medicine (Diploma in UK Medical Practice) and project partners (for e.g. the British Council) to deliver the MTI scheme and global projects.

How we protect your data outside the territories covered by the GDPR

All data sharing outside the EU is covered by full written agreements which include GDPR requirements

How long we keep your data and why

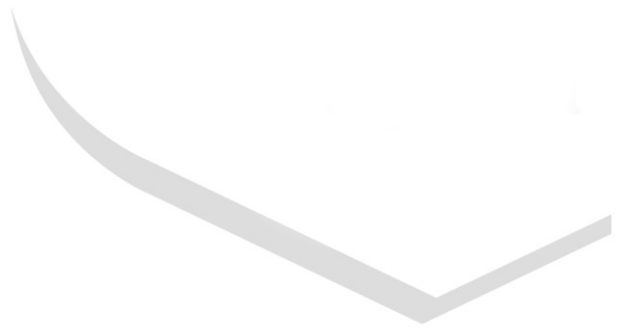
The global team keeps data relating to the MTI scheme and all global projects for the term of the agreement + 6 years

Where we got your data from, if not you

*Data is sourced from the following groups/partners:
The East Africa Medical Training and Fellowship (METAF)
British Council
Project Partners
MTI partners*

Your rights to:

- **access your data (Article 15)**
- **have a copy in a standard format (Article 20)**
- **restrict the use of your data (Article 18)**
- **stop your data being used (Article 21)**
- **have data deleted (Article 17)**



(Article 20). For more information please contact the [data protection officer](#).

Restricting use, stopping use, right to be forgotten is system specific and each statement must contain its own decisions and processes.

Where we use automated decision making and how this affects you (Article 22)

The MTI online application system (from late 2018) will be used to store and present information pertaining to active MTI applications. Automated updates with regards to specific applications will be sent by email.

Who makes the decisions about using your data, if not the RCP

The global team delivers services under contract to the British Council and MTI partners.

Who to contact at the RCP and how to complain

Contact the [data protection officer](#) if you have queries or concerns about the above.

If you are not satisfied with the service provided by the RCP, you have the right to complain to us via the data protection officer or the UK regulator, the Information Commissioner. See their [website](#) for further information on GDPR and your rights.

If the use of your data changes, we will update this statement to reflect that. Regularly reviewing this information ensures you remain aware of what data we hold and use.