



Moray Exercise Self Management Enquiry Form

Please email enquiry form once completed to Healthpoint at gram.healthpointelgin@nhs.scot

Personal Details	
Name	
Gender	Male/Female/Other
Date of Birth/CHI number	
Postcode	
Telephone Number	
Email Address	
Reason for Enquiry	
Medical History	
Have you ever had any of the following (yes/no boxes);	
Cardiac condition	Yes/No
Surgery	Yes/No
Muscle, bone, joint condition	Yes/No
Neurological conditions	Yes/No
Respiratory Conditions	Yes/No
Diabetes	Yes/No
Cognitive Impairment	Yes/No
Hearing/Visual Impairment	Yes/No
Epilepsy	Yes/No
Other	Yes/No
If you have answered other please give details	_____

Emergency Contact Details	
Emergency Contact Name and Number	
<p>Privacy Notice</p> <p>Some personal data is collected and stored by Moray Council, Moray Leisure Centre and/or Moray Sports Centre and Moray Health and Social Care Partnership when participating in the Physical Activity for Health programme. The reasons for holding this information is detailed below. The information is held by Moray Council, Moray Leisure Centre and/or Moray Sports Centre and Moray Health and Social Care Partnership.</p>	
I have read and understood the information provided below regarding the privacy notice when making this application	Yes/No
I consent to receiving Moray Council, Moray Leisure Centre, Moray Sports Centre and/or Moray Health and Social Care Partnership information emails. I have the right to withdraw consent at any time by contacting Public Health on 01343 563639	Yes/No

Privacy Notice

The Data Controller of this information being collected is the Moray Health and Social Care Partnership. Any queries in regards to the control and processing of your information should be directed to the Public Health Improvement Team on 01343 563639 or emailing lisa.taylor2@nhs.scot

Your information is being collected to use for the following purposes:

- Full name, date of birth, postcode and contact details (email, mobile or landline phone no) are collected from participants who partake in physical activity programmes organised by the Moray Health and Social Care Partnership, Moray Council, Moray Leisure Centre and Moray Sports Centre to enable these organisations to maintain communications with programme participants.
- Gender information is collected for equity and performance reporting
- Medical details are collected, on a self-declaration basis where participants have conditions we need to be aware of in order for them to use the facilities and participate safely in the classes available to them

- Emergency Contact Details are collected from participants to enable these organisations to have an alternate contact connected to the participant for emergency purposes
- Healthpoint staff will securely store all personal data in a secure electronic/password protected site. The personal data will only be shared to Moray Council, Moray Leisure Centre or Moray Sports Centre for passing onto the exercise referral instructors delivering the programme. The personal data will only be retained for the length of time defined by Moray Health and Social Care Partnership within their data protection legislation.
- Moray Health and Social Care Partnership and Moray Council, Moray Leisure Centre and Moray Sports Centre will only use your contact details to inform you of relevant new programmes/sessions that may be of interest to you in the future. You can withdraw consent for this at anytime by contacting the Public Health Improvement Team on 01343 563639 or emailing lisa.taylor2@nhs.scot

The legal basis for collecting this information is;

Personal Data		Special Categories of Personal Data	
Performance of a Contract	x	Explicit Consent	x

Personal Data		Special Categories of Personal Data	
Consent	x	The data subject has given explicit consent to the processing	x

Where the Legal Basis for processing is Performance of a Contract please note the following consequences of failure to provide the information;

Failure to provide the minimum information described above would result in you being unable to participate in the activities/programme identified

Your information will be shared with the following recipients or categories of recipient;

Physical Activity for Health Programme information will be shared with NHS Grampian, Moray Health and Social Care Partnership and Moray Council, Moray Leisure Centre and/or Moray Sports Centre
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The retention period for the data is;

All information (including medical) will be retained for a period of 2yrs after your participation has ceased within any programme or follow on programme/membership.

Please note that you have the following rights;

- to withdraw consent at any time, where the Legal Basis specified above is Consent;
- to lodge a complaint with the Information Commissioner's Office;
- to request access to your personal data;
- to request rectification or erasure of your personal data, as so far as the legislation permits.

Where the Legal Basis for processing is Consent, you should now be aware:

- why your information is being collected;
- the purposes for your information being collected;
- full information about the intended processing;
- details of any sharing of your information;
- the applicable retention period;

- details of your rights.