

PRIVACY NOTICE

Merseyside
Community Rehabilitation Company



An Interserve-led company

Your Information – What we hold, what we use it for and who we may share it with.

This is a summary of our Privacy Notice which details the information we hold about you, what we use it for and who we will, or may share that information with.

In summary:

- ✓ Any information the Merseyside Community Rehabilitation Company (CRC) keeps about you is confidential
- ✓ We recognise the importance of protecting all personal and confidential information
- ✓ We keep records to help us make decisions about you and your progress
- ✓ We keep the records secure, safe and accurate

The information we hold about you can include:

- ✓ personal Information e.g. name, address, date of birth, gender, and ethnic origin;
- ✓ details of any offences, including previous convictions;
- ✓ information about court orders or licence conditions; and
- ✓ a record of your contacts with various service providers.

We may share this information with other organisations, such as:

- ✓ NPS, Courts, Prison Service, Parole Board;
- ✓ the victim or victims of a serious offence, if they have asked us to keep them informed of your progress;
- ✓ National Health Service (NHS);
- ✓ social Services;
- ✓ employment services or agencies;
- ✓ drugs and alcohol groups;
- ✓ other specialist help such as housing Authorities or counsellors; and
- ✓ other companies in the Interserve group.

We will share the information we hold about you with other organisations, as permitted by law, and in order to help and support you. Usually, we will discuss our intention to share your information with you and tell you before passing any information about you to any other organisations.

We hold information about you in the exercise of law enforcement purposes, including the prevention of criminal offences and the execution of criminal penalties.

The information we hold about you will be kept for a long as is necessary to support your supervision.

Your Rights:

You have rights in law, including the right of access to your information and the right to complain to the Information Commissioner's Office if you perceive that we are mishandling information about you. Please ask your Case Manager if you would like a full copy of our Privacy Notice or if you wish to contact our Data Protection Officer.