



GDPR Protocol

Irish Association of Advanced Nurse Midwife Practitioners (IAANMP)

Introduction

The EU General Data Protection Regulation (GDPR) came into effect on May 25th 2018 and replaced the Data Protection Directive 95/46/EC. From this date, GDPR, in conjunction with specific Irish law (the Data Protection Act 2018), gives more rights to the individual and places certain obligations on organisations, in terms of accountability and transparency, when using and storing personal data.

1. Purpose and Scope

This GDPR protocol outlines how the Irish Association of Advanced Nurse Midwife Practitioners complies with General Data Protection Regulation. It ensures the protection of personal data processed by the IAANMP in its role as a professional association. This protocol applies to all IAANMP members, partners, and contractors who handle personal data.

The purpose of this protocol is to explain how the Irish Association of Advanced Nurse Midwife Practitioners (IAANMP), collects, uses, stores and shares your personal data. It also explains your rights in relation to the personal data we hold.

2. Definitions

- **Personal Data:** Any information relating to an identified or identifiable natural person.
- **Data Subject:** The individual to whom the personal data pertains.
- **Processing:** Any operation performed on personal data, such as collection, storage, use, or deletion.
- **Data Controller:** The IAANMP, which determines the purpose and means of processing personal data.
- **Data Processor:** Any party processing data on behalf of IAANMP.

3. Data Protection Principles

The IAANMP adheres to the following principles:

1. **Lawfulness, Fairness, and Transparency:** Personal data is processed lawfully, fairly, and transparently.
2. **Purpose Limitation:** Data is collected for specified, explicit, and legitimate purposes.

3. **Data Minimisation:** Only data necessary for the stated purposes is collected.
4. **Accuracy:** Data is kept accurate and up to date.
5. **Storage Limitation:** Data is retained only as long as necessary for its purposes.
6. **Integrity and Confidentiality:** Data is processed securely to prevent unauthorised access, loss, or destruction.

4. Legal Basis for Processing

IAANMP processes personal data based on one or more lawful grounds, including:

- **Consent:** Clear, informed consent obtained from data subjects.
- **Contractual Necessity:** Data required for membership agreements or service provision.
- **Legal Obligation:** Compliance with legal or regulatory requirements.
- **Legitimate Interest:** When processing is necessary for IAANMP's legitimate interests, provided it does not override data subjects' rights.

5. Data Subject Rights

The IAANMP upholds the rights of data subjects, including:

1. **Right to Access:** Individuals can request a copy of their personal data.
2. **Right to Rectification:** Correction of inaccurate or incomplete data.
3. **Right to Erasure:** Deletion of personal data under specific circumstances.
4. **Right to Restriction:** Limitation of data processing.
5. **Right to Data Portability:** Transfer of data to another controller upon request.
6. **Right to Object:** Objection to processing based on legitimate interests or direct marketing.
7. **Right to Withdraw Consent:** Revocation of previously granted consent.

6. Data Security Measures

The IAANMP implements robust measures to safeguard personal data:

- Encryption and secure storage of sensitive data.
- Access control measures to ensure only authorised personnel access data.
- Regular audits and security assessments.
- Incident response plans to address data breaches promptly.

7. Data Breach Management

In the event of a data breach:

- The IAANMP will notify the **Data Protection Commission (DPC)** within 72 hours if the breach poses a risk to individuals' rights and freedoms.
- Affected individuals will be informed without undue delay if the breach is likely to result in high risk to their rights.
- A breach register will be maintained for record-keeping and compliance purposes.

8. Third-Party Data Processors

When engaging third-party processors, IANMP ensures:

- Written agreements are in place that outline GDPR compliance obligations.
- Regular reviews and audits of third-party practices.

9. Data Retention Policy

- Personal data will only be retained for as long as necessary to fulfil its purpose.
- Data retention periods will align with legal and regulatory requirements.
- Records will be securely disposed of when no longer needed.

10. Governance and Accountability

- A designated **Data Protection Lead** oversees GDPR compliance.
- Regular training is provided to staff and members on data protection principles.
- Policies are reviewed annually to ensure continued compliance.

11. Contact Information

For GDPR-related queries or to exercise your data rights, contact:

Data Protection Lead

Irish Association of Advanced Nurse and Midwifery Practitioners (IANMP)

Email: iaanmp@gmail.com

This protocol ensures the IANMP meets its legal obligations under GDPR while maintaining the trust of its members and stakeholders.