

INFORMATION ON THE PROCESSING OF PERSONAL DATA

The Fundació Universitària del Bages (FUB), as the owner of the University Clinic (CU+) and the University Dental Clinic, is committed to protecting your privacy or, where applicable, that of the person you represent. Below, we provide detailed information on how we will process personal data in the context of the dental care provided.

1. Who is the Data Controller?

The Data Controller is the Fundació Universitària del Bages (FUB), located at Avinguda Universitària, 4-6, 08242 Manresa (CP 08242), CIF: G59330795, phone: 938 774 179, email: umanresa@umanresa.cat, registered in the Register of Foundations of the Generalitat de Catalunya with number 286.

2. How can you contact the Data Protection Officer (DPO)?

The Data Protection Officer (DPD) is the person who supervises compliance with our data protection policy, ensuring that people's rights are treated appropriately and protected. Their duties include responding to any questions, suggestions, complaints or claims from people whose data is processed. You can contact the Data Protection Officer by writing to our postal address and telephone number or directly to the email address dpd@umanresa.cat

3. What data do we process and where does it come from?

During the provision of the service, FUB will collect and process the following categories of data:

- **Identification and contact details:** name, surname, date of birth, and contact details of parents or legal representatives when necessary.
- **Health data:** information on general and oral health status, treatments performed, medical history, diagnostic tests, and any information required for proper healthcare provision.
- **Administrative and billing data:** bank details, insurance companies, appointments, and attendance.

4. For what purposes and on what legal basis do we process your data?

We process your data for the following purposes:

1. Main purpose: Provision of healthcare. This includes the diagnosis, planning and execution of necessary treatments.

Legal basis: For general personal data: the execution of the contractual relationship for the provision of healthcare (art. 6.1.b) GDPR). For health data (special category): the necessity of the processing for the purposes of medical diagnosis and the provision of healthcare or treatment (art. 9.2.h GDPR) and the fulfillment of legal obligations in the healthcare field.

For health data, the basis is the necessity of the processing for the purposes of medical diagnosis and the provision of healthcare.

2. Management of the healthcare relationship: It includes managing appointments, creating and maintaining clinical records, and carrying out administrative tasks derived from the care provided.

Legal basis: The execution of the contractual relationship (art 6.1.b GDPR) and the fulfillment of legal obligations (art 6.1.c GDPR (such as Law 41/2002, on patient autonomy)).

3. Compliance with legal obligations: To comply with health, tax or any other applicable regulations. Legal basis: Legal obligation (Art. 6.1.c GDPR).

Legal basis: Compliance with a legal obligation (article 6.1.c GDPR).

5. Who will your data be shared with?

Your personal data will be processed confidentially and only shared in the following cases:

- Insurance companies for managing covered services.
- Other healthcare institutions or professionals when necessary to ensure continuity of care or referrals.
- Competent public authorities (health, tax, etc.) in compliance with legal obligations.
- Service providers acting as data processors (e.g., IT services, prosthetic laboratories) under contracts guaranteeing confidentiality and security.

No international transfers of data will occur.

6. How long will your data be retained?

Your data will be stored for the duration of the healthcare relationship. Once finished, it will be retained for 15 years from the last visit, in accordance with health regulations. After this period, data will be securely deleted.

7. What are your data protection rights?

You or your legal representative have the right to:

1. **Access** your personal data.
2. **Rectify** data that is inaccurate or incomplete.
3. **Delete** your data when, among other reasons, they are no longer necessary for the purposes for which they were collected.
4. **Limit** the processing of your data in certain circumstances.
5. **Oppose** the processing of your data for reasons related to your particular situation.

6. Request the portability of your data so that they are transmitted to another controller.

You can exercise these rights by sending a written communication to the Fundació Universitària del Bages at the address Avinguda Universitària 4-6, 08242 Manresa, or via email dpd@umanresa.cat, attaching a copy of your ID card or equivalent document to prove your identity.

If you consider that your rights have not been duly respected, you have the right to file a complaint with the competent supervisory authority (Catalan Data Protection Authority - www.apdcat.gencat.cat).

Declaration of information received

I declare that I have read and understood the above information regarding the processing of my personal data, including health data, according to the purposes stated.

Name and surname..... with ID....., representing the minor (if applicable).....

Signature

Date.....