

## DATA PROTECTION HEALTHCHECK FOR YOUR VETERINARY PRACTICE

- 1. Has your practice:
- a) conducted an information audit? Yes/No
- b) identified your lawful basis for processing data? Yes/No
- c) reviewed how you ask for and record consent? Yes/No
- d) nominated a data protection lead or Data Protection Officer (DPO)? Yes/No
- 2. Is your practice currently registered with the Information Commissioner's Office? Yes/No
- 3. Do you have a procedure in place to respond to individual's requests to access their personal data? Yes/No
- 4. Have you updated your policies to incorporate data protection (for example, in your staff handbook, on your website etc)? Yes/No
- 5. Does your practice have a process to securely dispose of personal data? Yes/No
- 6 Have you provided data protection awareness training for all staff? Yes/No
- 7. Does your practice have a personal data breach procedure? Yes/No

If you have answered "no" to any of these questions, please contact Sylvia Chan at <a href="mailto:sylvia.chan@msrubric.co.uk">sylvia.chan@msrubric.co.uk</a> as you are in breach of GDPR.

Our onsite GDPR audit includes a full report enabling you to ensure you are GDPR compliant.