



**Chief Officer
Pat Togher**

Glasgow City Health and Social Care Partnership
Leverndale Hospital
510 Crookston Road
Glasgow G53 7TU

www.nhs.ggc.org.uk
www.glasgow.gov.uk

**GDPR Legal Team
Health Records Department
Leverndale Hospital
510 Crookston Road
Glasgow
G53 7TU**

**Date: 05 June 2026
Your Ref: 100042
Our Ref:GDPR/SAR/1410786102**

**Private
MMA Legal**

Dear Sir / Madam

**Re: Subject Access Request under the General Data Protection Regulation
Patient: Ann Mathers DOB: 14 10 1978**

Further to our acknowledgement letter to you dated 30 04 2026 in which you seek a copy of your client's personal information, our request has been dealt with in line with our requirements under Article 15 of the General Data Protection Regulation and I now attach the following:

Copy of Mental Health Services health records held within NHS GG&C

Please be aware that these health records have been reviewed by a clinician and any information identifying or provided by a third party has been removed.

We process personal information to enable us to provide healthcare services for patients; support and manage our employees; to carry out research and clinical trials; maintain our accounts and records and to carry out data matching under the national fraud initiative. We also use CCTV systems for crime prevention.

This personal information can be both clinical and non-clinical in nature and can include

- **Patient health records, photographs or radiology images**
- **Video/telephone recordings, including CCTV images**
- **Witness statements**
- **Incident reports**
- **Complaints files**
- **Emails**

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The source of our data includes Patients, General Practitioners, Healthcare, Social and

If phoning please ask for Mrs Patricia Doherty
Telephone: 0141 211 6682
Email: patricia.doherty@ggc.scot.nhs.k

Welfare organisations, Legal representatives and Police forces.

- We sometimes need to share the personal information we process with the individual themselves and also with other organisations as listed above. Where this is necessary we are required to comply with all aspects of the General Data Protection Regulation

Where these organisations are based outside Europe we take all appropriate safeguards to protect your information.

Health records are kept for a limited time and this is noted below for your information

- Adult general hospital records – six years after the date of last entry**
- Maternity records – 25 years after the birth of the last child**
- Children's and young people's records – until the child or young person's 25th birthday.**
- Mental health records – 20 years after the date of the last contact**

If you have any queries, please do not hesitate to contact us.

Please note you have the right to contact the Scottish Information Commissioner if you are unhappy with how your request has been dealt with. The contact details are noted below

**Data Protection Officer
Information Governance Department
NHS GG&C – 2nd Floor
1 Smithhills Street
Paisley
PA1 1EB
Email: data.protection@ggc.scot.nhs.uk**

Yours faithfully

**Irene Whyte
Health Records Manager
South and East Glasgow
Mental Health Services, NHS GGC**

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