

Data privacy information

Dear patient,

As part of your treatment or care with us at the Mainz University Medical Center, it is necessary to collect and process data relating to your person (personal data), in particular health data. We have compiled the following information for you so that you know exactly what happens to this data:

Responsible for the processing of personal data

University Medical Center of Johannes Gutenberg University Mainz
Langenbeckstraße 1
55131 Mainz
Phone +49 (0) 6131 17-0

Contact details of the data protection officer

University Medical Center of Johannes Gutenberg University Mainz
Data protection officer
Langenbeckstraße 1
55131 Mainz
Phone +49 (0) 6131 17-4652
Email: [datenschutz \(at\) unimedizin-mainz.de](mailto:datenschutz@unimedizin-mainz.de)

Why do we need to ask for your personal data?

The proper processing of your treatment requires the recording of your personal details. This does not apply to confidential births.

Who do we obtain your data from?

We generally collect the data from you yourself. In some cases, however, we may also receive personal data from other hospitals that have carried out your initial treatment, from registered doctors, specialists, medical care centers (so-called MVZs), etc. This data is stored in our hospital for the purpose of processing. This data is merged with your other data in our hospital for the purposes of standardized documentation.

What do we use your personal data for?

As part of your treatment, data about you and relevant health data is collected, stored and, if necessary, transmitted to third parties. This is referred to as the “processing” of your data. For data protection reasons, the processing of patient data in the hospital is only possible if a legal basis prescribes or permits this or if you as the patient have given your consent.

In particular, the processing of your data is necessary for your care and treatment for preventive, diagnostic, therapeutic, curative and aftercare reasons. We also process your data in order to provide the best possible care at interdisciplinary conferences to analyze and discuss diagnostics and therapy, for preliminary, joint and further care with regard to diagnostics, therapy, findings and disease / vital status. In addition, reports (so-called doctor's letters) are written and processing is carried out for quality assurance reasons, to detect and combat hospital infections as well as for pastoral and social care and discharge management.

We also need to process your personal data for administrative purposes. This is essential for the billing of your treatment, for auditing or for the assertion, exercise and defense of legal claims.

Furthermore, data processing is carried out for the purposes of training, further education and training of medical staff, for research or due to statutory reporting obligations (e.g. to the public health department due to the Infection Protection Act) and, last but not least, for reasons of support and maintenance of IT systems and applications.

Legal basis for the processing of your data

The reason why the Mainz University Medical Center is permitted to process your data is that the hospital is responsible for the care and treatment of patients. On this basis, there are various laws and regulations that allow the hospital operator to process data.

These include the EU General Data Protection Regulation (GDPR), in particular Art. 6, 9 GDPR, which also applies in Germany and regulates that patient data may be processed. In addition, there are basic principles in German law, for example in the Federal Data Protection Act (BDSG), the Rhineland-Palatinate State Data Protection Act (LDStG), the Rhineland-Palatinate State Hospital Act (LKG), the Fifth Book of the Social Code (SGB V), for example Section 301 SGB V and the German Civil Code (BGB), Sections 630 et seq. BGB, which presuppose the processing of your data.

Examples of the legal bases for processing are listed here:

Data processing for the purpose of carrying out and documenting the treatment process, including internal medical and interprofessional exchange in the hospital about the patient for the treatment (Section 36 para. 2 no. 1 LKG in conjunction with Sections 630a ff, 630f BGB),

Data processing for the implementation of quality assurance measures and for training and further education, insofar as this is necessary (Section 36 para. 2 No. 2 LKG),

Data transfer to "external parties" in the sense of joint treatment (in a team), including follow-up treatment for the implementation of the treatment contract, involvement of external consultants, e.g. laboratory, telemedicine, as well as involvement of external therapists (Section 36 para. 3 No. 2 LKG),

Data transmission to the statutory health insurance funds for the purpose of billing (§ 36 Para. 3 No. 1 LKG in conjunction with §§ 295, 301 SGB V),

Data transmission for quality assurance purposes (§ 36 Para. 3 No. 4 LKG in conjunction with § 299 SGB V). § Section 299 SGB V in conjunction with. § Section 136 SGB V or the guidelines of the G-BA),

Data use for own research projects (Section 37 LKG),

Data processing on the basis of consent (Section 36 para. 1 no. 4 LKG, Section 19 para. 1 LDSG, Art. 6 para. 1a, Art. 9 para. 2a GDPR)

Who has access to your data?

The persons involved in your treatment have access to your data. This also includes doctors from other departments who are involved in interdisciplinary treatment or the administration that handles the billing for your treatment.

Your data will be processed by specialist staff. These specialists are either subject to professional secrecy or a duty of confidentiality.

The confidential handling of your data is important to us and is guaranteed at all times!

Who do we pass your data on to?

Your data is collected within the scope of the intended purpose in compliance with the respective data protection regulations or any existing declarations of consent and may be transmitted to third parties. Such third parties may include:

statutory health insurers, if you have statutory insurance,

private billing service providers and private health insurers, if you have private insurance,

accident insurance providers,
general practitioners,
doctors providing further, follow-up or co-treatment,
other healthcare or treatment facilities,
rehabilitation facilities,
external data processors (so-called contract processors) and
pastoral care providers

What data is transferred?

If data is transferred, it depends on the recipient in each individual case as to which data this is. For example, the following data is transferred to your health insurance company in accordance with Section 301 SGB V

Your name

Your date of birth

Your address

Your health insurance number

Your insurance status

Date, time and reason for admission as well as the admission diagnosis, the admission diagnosis, in the event of a change in the admission diagnosis the subsequent diagnoses, the expected duration of hospital treatment and, if this is exceeded, at the request of the health insurance company, the medical justification, in the case of infants up to one year the admission weight

Date and type of operations and other procedures carried out in the hospital

day, Date, time and reason for discharge or transfer as well as the main diagnosis and secondary diagnoses relevant to the hospital treatment

Information on the rehabilitation measures carried out in the respective hospital as well as statements on the ability to work and suggestions for the type of further treatment with details of suitable facilities

Within the scope of other permissible data transfers, we only transfer the data that is necessary for data processing.

How can you withdraw your consent?

If the processing of your data is based on consent that you have given to the Mainz University Medical Center, you have the right to withdraw your consent at any time. You can make this declaration to us in any form or in person

It is not necessary to give reasons for this. Your revocation will only take effect from the time we receive your declaration. It has no retroactive effect, i.e. the processing of your data up to this point in time remains lawful.

We can process your revocation more quickly if you note the following:

Please address the revocation of consent to data processing that you have given in medical matters directly to the secretariat of the management of the respective clinic/department to which you have given your consent. You can contact any department via our switchboard: Phone +49 (0) 6131 17-0.

To withdraw consent to data processing that you have given in administrative matters (e.g. during the admission process), please contact our patient management department: Medical Controlling and Revenue Management Division, Patient Management.

What happens in the event of unpaid invoices?

If the Mainz University Medical Center has to assert claims against you or your health insurance company and has to seek legal or judicial assistance, the necessary data about you and your treatment must be disclosed for the purpose of legal action.

What rights do you have?

You are entitled to so-called data subject rights, i.e. rights that you can exercise as a data subject. You can assert these rights against the Mainz University Medical Center:

Right to information, Art. 15 GDPR

You have the right to information about the personal data concerning you that is stored.

Right to rectification, Art. 16 GDPR

If you discover that incorrect personal data concerning you is being processed, you can request rectification. Incomplete data must be completed, taking into account the purpose of the processing.

Right to erasure, Art. 17 GDPR

You have the right to request the erasure of your data if certain grounds for erasure apply. This is particularly the case if they are no longer required for the purpose for which they were originally collected or processed.

Right to restriction of processing, Art. 18 GDPR

You have the right to restrict the processing of your data. This means that your data will not be deleted, but will be marked to restrict its further processing or use.

Right to object, Art. 21 GDPR

You also have a general right to object to lawful data processing that is carried out in the public interest, in the exercise of official authority or on the basis of the legitimate interests of a body.

Right to data portability, Art. 20 GDPR

You may request to receive a copy of the personal data concerning you in a commonly used and machine-readable file format.

Is your data subject to automated decision-making?

Your personal data is not subject to decisions based solely on automated processing (e.g. profiling).

How long will your data be stored?

In accordance with Section 630f of the German Civil Code (BGB), the Mainz University Medical Center is obliged to keep a record of your treatment. This obligation is fulfilled in the form of a paper or electronic patient file. This patient documentation must be kept for 10 years after the end of your treatment.

Many special legal regulations deal with the question of how long the documents must be kept in the hospital. These include the X-ray Ordinance (RöV), the Radiation Protection Ordinance (StrlSchV), the Pharmacy Operating Regulations (ApBetrO) and the Transfusion Act (TFG). These legal regulations stipulate different retention periods.

It should also be noted that claims for damages that patients can assert against the hospital expire after 30 years at the latest in accordance with Section 199 (2) of the German Civil Code (BGB). Liability proceedings against the hospital operator could therefore only begin decades after the end of treatment. As a result, the Mainz University Medical Center keeps patient files for 30 years in order to preserve evidence.

Where can you lodge a complaint?

Irrespective of the fact that you are also free to seek judicial assistance, you have the right to lodge a complaint with a supervisory authority of your choice if you believe that the processing of your data is not permitted under data protection law. This arises from Art. 77 GDPR.

You can contact the competent supervisory authority for the Mainz University Medical Center at

The State Commissioner for Data Protection and Freedom of Information Rhineland-Palatinate

Postfach 30 40

55020 Mainz

Hintere Bleiche 34

55116 Mainz

Phone: +49 (0) 6131 8920-0

Fax: +49 (0) 6131 8920-299

Email: [datenschutz \(at\) unimedizin-mainz.de](mailto:datenschutz@unimedizin-mainz.de)

Website: www.datenschutz.rlp.de

Complaints to the supervisory authority can be made informally.