

Privacy Notice for Suicide Prevention Training Survey

We will keep this privacy notice under regular review and when we use your personal data, City of York Council (CYC) complies with data protection legislation, and is the registered 'Controller'. Our data protection notification is registered with the Information Commissioner's Office (ICO) – reference Z5809563.

We would like to invite you to take part in a survey in relation to suicide prevention training within your organisation/ department.

You are currently recorded as either a 'core' member or wider interest member of the Delivery Group and as you may already know, there has been some recent changes to the law about what can be done with your personal data. This means we need to tell you what we will do with the information we collect through the survey and obtain your consent for this.

You can withdraw your consent by contacting vanessa.callum@york.gov.uk

Why will information be collected?

We would like to assess the value of and means of delivery of suicide prevention training to ensure that it is accessed by and directed towards those members of the general workforce and community who will benefit most from it. In order to do this we need to consider which roles within partner organisations have undertaken the training, which staff have found it most valuable, been able to put skills learned into practice and which roles ought to be prioritised.

The concept of the Living Works Suicide Safer Communities has awareness raising and training as central themes. The two formal training workshops currently being offered on behalf of the Delivery Group are the two day ASIST (Applied Suicide Intervention Skills Training) and four hour safeTALK (suicide early alert).

Workshops held to date and those currently scheduled have been funded by the Public Health budget and Safeguarding Adults Board and this funding is likely to end by the end of the financial year 2019-20. We therefore need to consider ways to ensure that delivery of training is sustainable, ideally incorporated into the training strategies of those organisations which have a

clear and direct role to play in suicide prevention. By doing so we may be able to engage wider partners including the third sector and private sector to ensure that suicide prevention training is considered as part of workforce mental health and emotional wellbeing strategies within the city.

We also need to consider the availability and effectiveness of recently produced on-line /e-training from the Zero Suicide Alliance (25 minutes) and Health Education England (1.5 hours) and which members of the general workforce this would be most suitable for. By doing so we will be able to support partner organisations to deliver a tiered approach to training in terms of duration and format in view of the cost implications associated with formal face to face workshop based training.

What information will be collected?

- Details of the training your organisation is currently delivering which is directly or indirectly related to suicide prevention.
- Your views and opinions about ASIST, safeTALK and e-learning packages if you have undertaken one or more of them or received feedback from colleagues
- Details of approximate numbers of staff members within your organisation who have attended a safeTALK or ASIST workshop and how your organisation prioritises roles and manages turn-over of trained staff
- Which roles have found the training to be most relevant and beneficial
- Any limitations reported in respect of the training scope and availability
- How your organisation prioritises staff and nominates delegates for safeTALK and ASIST training
- Details of in-house suicide prevention training which may be bespoke to your organisation's core role and responsibilities
- Options in relation to continued funding of suicide prevention training and opportunities to influence partners' training strategies

What will we do with the information/why do we want it?

Any information we use in presentations or reports will be anonymised and so will not identify any individuals.

We will ensure that it is used for no other purpose and is not disclosed to a third party i.e. other companies or individuals unless we are required to do so by law, for the prevention of crime and the detection of fraud, etc.

Online data will be collected using SurveyMonkey. To find out how they use your information, please [click here](#).

Where will the information be kept?

We will keep the information you give us and your personal data in the council's secure network drive and make sure nobody has access to it, who shouldn't.

How long will we keep the information for?

Information from the survey will be retained for up to 3 years then we will securely destroy it. If you elect to receive further contact in relation to suicide prevention activity then your details will be retained on an on-going basis unless and until you advise the suicide prevention lead officer or Business Support colleague that you no longer wish to receive correspondence.

Andy.chapman@york.gov.uk

Vanessa.Callum@york.gov.uk

Further Processing

If we wish to use your personal data for a new purpose, not covered by this Privacy Notice, we will provide you with a new notice explaining the purpose prior to commencing the processing and the processing conditions. Where and whenever necessary, we will seek your consent prior to the new processing.

Your rights

To find out about your rights under data protection law, you can go to the Information Commissioners Office (ICO) <https://ico.org.uk/for-the-public/>

You can also find information about your rights at <https://www.york.gov.uk/privacy>

If you have any questions about this email, want to exercise your rights, or if you have a complaint about how your information has been used, please contact us at foi@york.gov.uk or on 01904 554145 or write to the

Data Protection Officer City of York Council West Offices Station Rise York YO1 6GA.