

Investigation Team

By Email: evidence@mmalegal.co.uk

Information Governance Department

NHS Greater Glasgow & Clyde

2nd Floor, 1 Smithhills Street

PAISLEY

PA1 1EB

Date: 06 May 2026

Our Ref: SAR 2026-27-16-JH-AM-MMA

Contact: Jane Hay

Tel: 0141 355 2059

Email: ggc.dataprotection.generic@nhs.scot

Dear Investigation Team

Subject Access Request under the UK General Data Protection Regulation

Thank you for your letter dated **20 April 2026** in which you request a copy of your client (**Agnes Murdoch or Watson**) personal information as follows:

- **Any incident or risk-related reports**

The other parts of your request will be dealt with by our SAR Team who will provide documentation held within your client's health record separately. Information Governance have checked our incident reporting data base and there are no incident or risk related reports to provide.

Your request has been dealt in line with our requirements under the UK General Data Protection Regulation, and I confirm that all the information you are entitled to receive has now been provided and that this concludes the Subject Access Request. Further information on the right of access can be found here [Right of access | ICO](#)

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

The source of our data includes patients, General Practitioners, healthcare, social and 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 organizations as listed above. Where this is necessary we are required to comply with all aspects of the UK General Data Protection Regulation.

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

If you are unhappy with how your request has been dealt with please contact the NHSGGC Data Protection Officer. Their contact details are noted below:

Data Protection Officer

Information Governance Department
NHS Greater Glasgow & Clyde – 2nd Floor
1 Smithhills Street
Paisley, PA1 1EB
Email: data.protection@ggc.scot.nhs.uk

Yours sincerely

Jane

Jane Hay
Information Governance Lead
Information Governance Department