

Privacy Statement

Purpose of Processing

Sussex Community NHS Foundation Trust (“the Trust”) uses Civica Declare to manage declarations of interests, including gifts, hospitality, and sponsorship. This supports compliance with NHS standards and promotes transparency.

Publication and Retention

- Declarations are published at:
<https://sussexcommunitynhs.mydeclarations.co.uk/declarations>
- Public declarations are removed six months after the individual leaves the Trust.
- The Trust retains declarations for six years from the date of submission.

Exceptional Circumstances

Declarations may be withheld from public view if publication could cause harm (e.g., witness protection). A full internal register is maintained.

Further Information

Please refer to our Employment Records Privacy Policy:

www.sussexcommunity.nhs.uk/privacy-notice/employment-records-privacy-policy

Reviewed: January 2026