

BELTA-TBnet Privacy Statement

Last updated 8 november 2024

This Privacy Statement regulates the processing of your personal data in the context of the BELTA-TBnet project of the “Belgian Lung and Tuberculosis Association”, company under Belgian law with company number 406520466, located at Hoogstraat 290, entrance 807A 1000 Brussels (hereinafter: “BELTA-TBnet”).

BELTA-TBnet attaches great importance to your privacy and wishes to process your personal data in a legal, fair and transparent manner. We handle your data in full accordance with applicable laws and regulations, including the General Data Protection Regulation (GDPR). This privacy statement explains how BELTA-TBnet processes personal data about you.

Please read this Privacy Statement carefully. It contains essential information about how we process your personal data and which cookies we use. By sharing your personal data on our website, by contacting us by email/telephone or by submitting a question/complaint, you declare that you have taken note of this Privacy Statement.

Artikel 1 What is personal data?

Personal data is any piece of personal information about you as a person. This may include your name and contact details, your date of birth, your photo and any other data that is or can be linked to you, including, for example, your email address, your telephone number or your medical data.

Processing of personal data means any operation or set of operations on personal data. These operations are particularly varied and include collection, storage, use, modification, communication of this data up to and including destruction.

Artikel 2 What data do we process about you?

BELTA-TBnet processes the following personal data about you as a patient in the context of its work:

For the management of patient files

If you are registered for our BELTA-TBnet project by your doctor, nurse or social worker, we use your personal data to register you for the project and manage your file. This is necessary to organize the reimbursement of your bills, medical care and medicines.

We receive your personal data from your doctor because he or she is legally obliged to provide it to us. We use your personal data until your file is closed, but we can view them later if, for example, invoices arrive or if you are registered again.

In addition to your personal data, we also receive your medical data, such as the treatments and their results.

For paying invoices

To pay for your treatments and invoices, we process your financial data, such as your bank account number, name and address. We use this information to pay the invoices on behalf of you as a patient to third parties, or for the operating costs to you as a patient. This is a legal obligation. If your invoices are sent to us via a nurse, the hospital will inform you about this.

We receive your financial data from billing services, social workers or nurses, because they are legally obliged to pass it on to us, this data is kept for 8 years.

To verify potential refunds

In some cases we request additional medical documents from the nurse or doctor to verify the reimbursements. We do this to check whether the refund has been made on the basis of the established protocol and to check whether this corresponds with the decisions that apply to the exceptions of refunds. For this purpose, we can, for example, ask you for laboratory results and hospitalization reports. In this case, the nurse files an access request to obtain this information.

We receive this information from your healthcare providers and data are kept for 30 years.

Exchange patient cases with our expert group.

In order to provide the best possible treatment and improve future treatments, we exchange patient cases with our expert group. This group includes doctors, healthcare providers and

statisticians. We use this to prepare reports and to check the quality of the treatments. The patient files used for discussion are anonymized, so your personal information is not shared. This data is kept for 30 years.

When you visit our website

If you visit our website, we can, after obtaining your permission, collect visitor data by placing cookies. More information about cookies can be found in article 6 of this Privacy Statement.

BELTA-TBnet has no direct contact with you as a patient for all these processing operations. The necessary data is collected by the doctors or nurses. BELTA-TBnet informs nurses and doctors that they must correctly inform you as a patient about the data collected via brochures and a link to the BELTA-TBnet website.

As a patient, you can always view your file or request a copy of it by sending an email to info@belta.be

Artikel 3 Who receives your personal data?

Your data will only be shared with the parties involved who participate in the BELTA-TBnet project. Your data is therefore only accessible to VRGT and FARES nurses who only have access to their own patients. Your personal and medical information will not be shared further.

Of course, we never pass on your personal data to third parties for commercial reasons.

We sometimes share your data with other entities within our group, with doctors, healthcare providers and care providers or with governments to guarantee the continuity of our services. In that case, we will always inform you in advance as much as possible, but you understand that this is not technically or commercially feasible under all circumstances.

BELTA-TBnet also uses external processors to provide specific services for our broad administration, IT and accounting. An up-to-date list of the external processors with whom personal data is shared is available on request via: info@belta.be .

BELTA-TBnet will carefully select processors in accordance with applicable data protection legislation. In addition, BELTA-TBnet will ensure that the processing is carried out in accordance with the provisions of any written contract and with legal regulations in the field of data processing.

We always try to make maximum use of European suppliers, but if we have to rely on non-European third parties, we ensure that your data is just as safe outside Europe as it is here in

Europe. Where necessary, we conclude Standard Contractual Clauses with these partners and provide additional guarantees.

In rare cases, we may be obliged to disclose personal data pursuant to a court order or to comply with other mandatory laws or regulations. We try to inform you in advance to the best of our ability, unless this is not possible for legal reasons.

Artikel 4 What are your rights regarding the protection of your personal data?

As a data subject, if the conditions stated in the GDPR are met, you have the right to:

- Information about your personal data: You have the right at any time **to learn for free** of your personal data and of the use we make of that personal data or to request a copy of it.
- Correction and erasure: You also have the right to the **improvement** or (in some cases) **removal** of your data.
- Limitation of processing: in a number of cases listed in the GDPR you may also request the processing of your personal data **to limit**.
- To object to the processing of your personal data: You have the right **to object** against the processing of your personal data if you have serious and legitimate reasons for doing so that outweigh our need to process your data or for a previous reason **withdraw consent**. You also always have the right to object to the use of personal data for direct marketing purposes, even without having to provide a reason for this.
- Transferring your data: You have the right to your personal data **in digital and readable form** request and/or to other responsible parties **to be transferred** to another service provider of your choice.

If you would like to exercise any of these rights, please let us know as specifically as possible. When exercising your rights, BELTA-TBnet must be able to verify your identity to prevent someone else from impersonating you. That is why we verify your identity and ask always to provide a copy of a valid ID. You can reach us by email for the attention of **info@belta.be** or by post to the following address: BELTA-TBnet, Attn. Data Protection Officer, Hoogstraat 290 box 807A 1000 Brussels.

Finally, you have the right to one **to file a complaint** with the Belgian Data Protection Authority if it appears that we have not appropriately responded to a request within 30 days on the basis of one of the rights mentioned above:

RECEIVE / APD
Drukpersstraat 35

1000 Brussels
Tel : +32 (0)2 274 48 00
contact@apd-gba.be

You can also go to the civil court to claim compensation.

Artikel 5 How do we protect your personal data?

We have taken the appropriate technical and organizational security measures to guarantee the security of your personal data. For example, our server and software tools are protected with a username and password, access restrictions apply and we apply encryption where possible. We also provide training to our staff on data protection, we have internal guidelines on data security and we take appropriate security in the form of up-to-date antivirus and firewall security.

Under no circumstances can BELTA-TBnet be held liable for any direct or indirect damage resulting from incorrect or unlawful use of the personal data by a third party.

Artikel 6 Cookies

Our website uses cookies and similar technologies. This helps us to provide you with a better user experience when you visit our website and also allows us to optimize our website. Without your prior consent, we only place strictly necessary cookies. The cookie list below gives you an overview of the cookies that our website uses.

Cookie list

A cookie is a small text file containing data that a website (when a user visits) wants to store on your device in order to remember information about you, such as your language preference or login information. These cookies are set by us and are called internal cookies. We also use external cookies, namely cookies from a domain other than the one where you are located. We only use strictly necessary cookies and other tracking technology for the following purposes:

Strictly necessary cookies

These cookies are necessary for our website to work correctly and are therefore placed without your permission. For example, we use them to secure our website. We do not collect personal data with these cookies and never pass on the collected information to third parties.

Cookie name	Origin	Function	Retention time
c05317a677e0b3f084 5b6c7054fe016f	BELTA-TBnet	Security and proper functioning of the website	Session

If you notice that other cookies are being placed via our website, we would like to thank you for informing us immediately so that we can make the necessary adjustments.

We provide you with as much information as possible about cookies placed by third parties. If you would like to know more, we would like to refer you to the privacy statements of these parties on their respective websites. Please note: we have no influence whatsoever on the content of those statements, nor on the content of the cookies of these third parties.

On your first visit to our website you will be asked to accept our cookies. You can then manage your choices at any time.

If you have any further questions or comments about the processing of your personal data, please contact us by email to info@belta.be or by post to BELTA-TBnet, Attn. the Data Protection Officer, Hoogstraat 290, entrance 807A, 1000 Brussels

You can also find more information about cookies at: www.allaboutcookies.org.

More information about online behavioral advertising and online privacy can be found here: www.youronlinechoices.eu.