**PPG Toolkit** | **V2.0** | March 2024 | **#PPGsinLeeds**

**46**

**INSERT YOUR PRACTICE LOGO HERE**

**Appendix F**

Data protection agreement template

Patient Participation Group (PPG)

**Data protection agreement**

We ask all PPG members to agree to this data protection agreement. Please only provide the information you are comfortable in sharing.

To enable the efficient conduct of PPG business, we need members to allow sharing of their email address among the other members.

Data protection: By providing any contact details below you are agreeing that:

* You will be added to the PPG mailing list (if you are not already included) from which you can unsubscribe at any time. (Please note that unsubscribing from the email list will make you ineligible for PPG membership.)
* You can be contacted by the XXXXX Practice PPG members regarding PPG business.
* Your email address can be shared with fellow PPG members for the purpose of arranging group meetings, or sub-group collaboration meetings.

If you have any questions about data protection, please contact the involvement team, at the ICB in Leeds (email [wyicb-leeds.commsinvolve@nhs.net](mailto:wyicb-leeds.commsinvolve@nhs.net) or call 0113 221 7777).

**Name: ............................................................................................................................................**

**Email address: ..............................................................................................................................**

**Preferred telephone number: .....................................................................................................**

**Signed: ..........................................................................................................................................**

**Date: ..............................................................................................................................................**

Please return your signed form to the surgery reception or bring to the next PPG meeting.