Information on data protection
at the Institute of Forensic Medicine of the University Hospital
Frankfurt am Main
(January 2020)

Ladies and gentlemen,

within the scope of services performed for you, we need to process your personal and possibly also your medical data.
For understanding and transparency of the processes we undertake for you in our institute and eventually in interaction with other persons/institutions, we compiled the following information:

Aims to process your personal data:

To process your order, data are collected, recorded, stored, processed, retrieved, used, transmitted, etc., i.e. data processing, the generic term of these activities. For reasons of data protection, processing of data is only possible if required or permitted by law or if you have given your consent.

For processing your order, we specifically store the following data in electronic and/or analogous form: Name, date of birth, addresses, phone numbers and e-mail addresses, if applicable, as well as other data to answer the questions raised. This is necessary to process your order, to contact you or the clients and to be able to send the report of the findings and an invoice. We will also store reports of the findings and expert opinions that result from processing of your questions, such as DNA findings from which, however, no relevant personality characteristics can be retrieved, results of toxicological, laboratory or physical examinations or of other forensic medical findings.

In addition to these processes performed at the Institute of Legal Medicine or by other persons/institutions involved, administration of your order requires processing of your data for billing, controlling/invoice verification, asserting, executing and defending legal claims, etc. Moreover, data processing is carried out for education, basic and advanced training of physicians and of other health professionals, for research or for obligatory reporting (e.g. to state health offices according to the Infection Protection Act) and also for supporting and maintaining IT systems and applications, etc.

Who is providing your data?

Generally, we receive the data - if possible - from yourself. In some cases, however, some of your personal data we may also retrieve from other sources such as from the police, court, social or youth welfare offices, doctor's offices/clinics, that may be combined with your personal data to obtain uniform documentation.

Who has access to your data?

Your data are processed by qualified personnel or under their responsibility. They are subject to professional or obligatory secrecy.

Confidential handling of your data is guaranteed!

Persons managing your order have access to your data and include, for example, persons from other departments in multidisciplinary order processing and administration personal that carries out billing.

Legal basis for processing your data

Your order is the legal basis for processing and provision of your personal data. Your order cannot be completed without data processing.

Potential recipients of expertise or reports

Your data are subject to professional discretion. Reports and expertise will only be passed to the client and to third parties if a release from confidentiality has been provided.

Cancellation of consent

If processing of your data is based on consent, you are entitled to revoke your consent at any time, as far legally permitted. You may address this declaration to us by letter, fax or e-mail and you don't need to provide any explanation for it. Your cancelation is only valid from the time, at which it has been demonstrably received by us. It has no retroactive effect. Up to this time, processing of your data remains legal.
Legitimate interests of the University Hospital Frankfurt am Main

If the University Hospital is forced to assert its claims against you by seeking legal or judicial assistance, such as in case the invoice issued by the University Hospital has not been paid, the University Hospital will disclose your personal data and those of your order to pursue its rights.

How long are your data stored?

According to §17 para 5 of the Genetic Diagnostics Act, we are obliged to store data of parentage tests for 30 years. Since the Institute of Forensic Medicine processes orders in the context of legal procedures and the conclusion of these procedures cannot be determined, data are stored up to 50 years. Storage of the data also serves to preserve evidence in the case findings are challenged or claims of damage are made.

Right to information, correction, deletion, etc.

You are entitled to rights as a person concerned, i.e. rights which you can exercise as a person affected in an individual case. You can assert these rights against us. They are based on the EU data protection regulation (DS-GVO), which also applies in Germany accordingly:

Right to information, Art. 15 DS-GMO
You have the right to information about your stored personal data.

Right to correction, Article 16 DS-GMO
If you discover that incorrect personal data are being processed, you may request correction. Incomplete data must be completed taking into account the purpose of processing.

Right to cancellation, Art. 17 DS-GMO
You have the right to request the deletion of your data, if certain reasons for deletion exist. Particularly, this is the case, if they are no longer needed for the purpose for which they were originally collected or processed.

Right to limitation of processing, Art. 18 DS-GMO
You have the right to restrict the processing of your data. This means that your data will not be deleted, but will be marked to restrict further processing or use.

Right to object to unreasonable data processing, Art. 21 DS-GMO
Generally, you have the right of objection against legitimate data processing which is in the public interest, exercised by official authorities.

Right to data transfer, Art. 20 DS-GMO
You may request a copy of your personal data presented in a common and machine-readable file format.

Complaint to supervising authorities about data protection violations

Regardless of the fact that you are free to take legal actions, you have the right of appeal to a supervising authority if you consider that processing of your data is not permitted under data protection laws, such as Art. 77 EU Data Protection - Basic Regulation. Complaints to the supervising authority can be made informally. Information is available at https://datenschutz.hessen.de/

The Data Protection Officer of the University Hospital Frankfurt am Main

The University Hospital has appointed a data protection officer. Contact can be made through the e-mail address: Datenschutz@kgu.de

Please do not hesitate to contact us if you have any further questions.