

STAFF HEALTH PRIVACY NOTICE

To abide by our Duty of Care policy and to ensure your health, safety and well-being during your assignment, Médecins Sans Frontières (MSF) Staff Health Unit (SHU) collects your health data. MSF is committed to protecting your confidentiality and your data.

WHY DOES MSF SHU COLLECT YOUR HEALTH DATA, AND HOW IS IT USED?

- To understand your health status and its compatibility with the contextual risks of the assignment proposed.
- To provide you with personalized health advice and better inform you about context-specific risks for your health condition in the country of your assignment.
- To put in place any possible support or follow-up which your health condition might need in the country of assignment.
- To monitor general health trends of MSF staff anonymously.

WHAT TYPE OF DATA DOES MSF SHU COLLECT?

- Personal data and your contact information ; emergency contacts; dependant information
- Medical fitness certificate with your health status (fit, conditional, unfit)
- Pre-departure health questionnaire about any acute illnesses or chronic health conditions, your health needs on the field, and prevention measures (eg. vaccinations, malaria prophylaxis).
- Any medical and vaccination records voluntarily shared by you.

WHEN MIGHT MSF SHARE YOUR HEALTH DATA?

- We generally do not share your health data with other third parties outside the Staff Health Unit, except in case of a life-saving medical emergency, your data may be shared with only the minimal necessary treating medical team.
- Only the Medical fitness certificate will be shared with the Human Resources team, for administrative

HOW WILL MSF STORE YOUR DATA?

MSF is a privacy-conscious organization.

- Your information is accessed only by the minimal authorized personnel of the Staff Health Unit and with your consent, the medical personnel responsible for the health of staff in the country of assignment, under a strict obligation of medical confidentiality.
- Data is stored securely in accordance with GDPR and MSF OCG data protection policies. Records are typically retained for up to 10 years.

HOW CAN YOU ACCESS YOUR HEALTH DATA?

At any time:

- You may request access to your health data.
- You may request to have your data removed or restricted to personalized health advice only.

For any questions or concerns about your health data, contact: staff-health-support@geneva.msf.org

If you have any questions or concerns about how your health data is being used or would like to request changes or deletion or make a complaint, please contact: staff-health-support.gva@geneva.msf.org