

Subject Access Request – Request for All Personal Data Held by St Ann’s Hospital / BEH NHS Trust (RIO System) (2020–2026)

To:

Information Governance / Subject Access Request Team
Barnet, Enfield and Haringey Mental Health NHS Trust (BEH)

St Ann’s Hospital
(Use the current SAR email address for BEH NHS Trust)

From:

Mr. Simon Paul Cordell

Address:

280 Durants Road
Enfield
EN3 7AZ

Date of Birth:

26/01/1981

Email Address:

re_wired@ymail.co.uk

Telephone Number:

+44 7864 217519

Date:

08/01/2026

Subject: Subject Access Request Under Article 15 UK GDPR – Request for All Personal Data Held About Me (2020–2026)

Dear Subject Access Team,

I am writing to make a formal **Subject Access Request (SAR)** under **Article 15 of the UK General Data Protection Regulation** and the **Data Protection Act 2018**.

I request **full disclosure of all personal data** that St Ann’s Hospital / Barnet, Enfield and Haringey Mental Health NHS Trust (BEH) holds about me for the following years:

- 1+ 2025,
- 2+ 2024,
- 3+ 2023,
- 4+ 2022,
- 5+ 2021,
- 6+ 2020.

This request includes, but is not limited to, all data held within:

- 1+ **RIO electronic patient record system**
- 2+ Any other clinical, administrative, safeguarding, or internal systems
- 3+ Any archived, legacy, or superseded systems used during the above years

This request includes, but is not limited to:

- 1+ **All clinical notes**, including progress notes, assessments, reviews, risk assessments, CPA documentation, and MDT entries
- 2+ **All internal correspondence**, including emails, memos, and communications referencing me
- 3+ **All safeguarding records**, alerts, referrals, or internal discussions
- 4+ **All crisis team, HTT, liaison psychiatry, or community mental health team records**
- 5+ **All RIO audit logs**, including access logs showing who accessed or modified my records
- 6+ **Any markers, flags, warnings, or administrative annotations**
- 7+ **Any data shared with or received from third parties**, including police, social services, GPs, or other NHS bodies
- 8+ **Any historical, archived, or superseded records**, even if marked inactive
- 9+ **Any internal reports, summaries, or decision-making documents** relating to my care or case
- 10+ **Any data processed for internal reviews, risk panels, safeguarding meetings, or governance processes**

Please provide:

- 1+ **A full copy of all personal data** held in any system, database, archive, or internal platform
- 2+ **A description of the purposes** for which my data has been processed
- 3+ **Details of any recipients** or categories of recipients with whom my data has been shared
- 4+ **The source of the data**, if it was not collected directly from me
- 5+ **Retention periods** applicable to each category of data
- 6+ **Any automated decision-making or profiling**, if applicable
- 7+ **A full explanation of any codes, abbreviations, or technical terms** used in the disclosed material

For identification purposes, I have included the following:

- 1+ **Full name:**
Simon Paul Cordell / Benjamin
- 2+ **Date of birth:**
26/01/1981
- 3+ **Current address:**
280 Durants Road, Enfield, EN3 7AZ
- 4+ **Previous addresses relevant to the requested years:**
 - 109 Burncroft Avenue, Enfield, EN3 7JQ
 - 23 Byron Terrace, Hertford Road, N9 7DG

Please confirm receipt of this request and advise if you require any further information to verify my identity.

Under UK GDPR, you are required to respond **within one calendar month** of receiving this request.

I look forward to your full disclosure.

Yours faithfully,

Simon Paul Cordell / Benjamin