

## **Information on the processing of personal data in the research project entitled Research on Management in Care Work for Older People**

The research project entitled Research on Management in Care Work for Older People involves processing of personal data. The purpose of this data protection notice is to provide information on the personal data to be processed, from where they are obtained and how they are used. Detailed information on the rights of data subjects will be provided at the end of this notice.

Your participation in the research project and provision of personal data are voluntary. If you do not wish to participate in the project or you wish to withdraw from it, you can do so without negative consequences.

### **1. Data Controller**

University of Helsinki  
Address: PO Box (Fabianinkatu 33), 00014 University of Helsinki, Finland

### **2. Contact person and principal investigator**

Contact person in matters concerning the research project:  
Name: Antero Olakivi  
Faculty/department/unit: Faculty of Social Sciences  
Address: P.O 18 (Unioninkatu 35), 00014 University of Helsinki  
Email: [antero.olakivi@helsinki.fi](mailto:antero.olakivi@helsinki.fi)

Principal investigator:  
Name: Miira Niska  
Address: P.O 54 (Unioninkatu 37), 00014 University of Helsinki  
Email: [miira.niska@helsinki.fi](mailto:miira.niska@helsinki.fi)

### **3. Contact details of the data protection officer**

You can contact the University of Helsinki data protection officer via email at [tietosuoja@helsinki.fi](mailto:tietosuoja@helsinki.fi).

### **4. Description of the research project and the purpose of processing personal data**

This project will focus on care workers' and their supervisors' interaction in older people care services. The objective is to pinpoint areas for improvement in their interactions, while reinforcing positive practices. To achieve this, we will record institutional interaction for

example in team meetings, performance appraisal interviews and other meetings.

## 5. Personal data included in the research data

Videorecorded conversations include the participants' voices and their faces. Personal data is not collected but participants' names and signatures are collected via consent forms.

## 6. Sources of personal data

Conversations are videorecorded in older people care services in different kinds of interactional situations including care workers and their supervisors such as team meetings, personal appraisal interviews and other meetings.

## 7. Sensitive personal data

No special categories of personal data (i.e., sensitive data), as defined in Article 9 of the GDPR, will be processed in this research.

## 8. Lawful basis for processing personal data

Personal data are processed on the following basis (Article 6(1) of the GDPR):

- Task carried out in the public interest:
  - Scientific or historical research purposes or statistical purposes
  - Archiving of research material and cultural heritage material
- Consent by the research subject
- Compliance with a legal obligation to which the controller is subject
- Legitimate interests pursued by the controller or by a third party

## 9. Recipients of data

Transcription of the tapes is carried out in Tutkimustie Oy, which is a company specialized in research services. All individuals who handle the data are bound by professional confidentiality.

## 10. Transfer of data to countries outside the European Economic Area

Data will not be transferred to countries outside the European Economic Area, they are processed only within the EEA.

## 11. Automated decision-making

The research project involves no automated decision-making that has a significant effect on data subjects.

## 12. Protection of personal data

Personal data included in the research dataset will be processed and kept protected so that only those who need the data can access them.

The data processed in data systems will be protected using the following:

- Username and password
- Registration/log of use
- Access control
- Encryption
- Two-factor identification
- Other, please specify:

Physical material (e.g., data in paper form or other tangible form) will be protected using the following: Consent forms with the names and signatures of the participants are stored in the University of Helsinki premises in a locked room that can be accessed by authorised persons alone.

Processing direct identifiers:

- The controller collects the personal data without direct identifiers.
- Direct identifiers will be removed during the analysis stage and kept separate from the analysed research data.
- The data will be analysed using direct identifiers, because detailed analysis of interaction is challenging based on text only. That is why videorecordings are used in the analysis.

### 13. Duration of the processing of personal data in this research project:

The data will be disposed of once it is no longer relevant to this study or by the end of 2033, whichever comes first.

### 14. Processing of personal data when the research project ends

- The research data will be deleted
- The research data will be kept for the purposes of validating or replicating the results of this research project:
  - without identifiers  identifiers included
- The research data will be kept for later, compatible scientific research in accordance with the requirements of the GDPR:
  - without identifiers  identifiers included

The storage of the research data is based on Article 5(1)(b) and (e) of the GDPR.

Data subjects will receive a new data protection notice on the new use of the research data, unless the controller can no longer identify the subjects from the data.

In addition, the data subjects will not be informed of the new research if delivering this information to them is impossible or involves a disproportionate effort or renders impossible or seriously impairs the achievement of the research objectives (Article 14(5)(b) of the GDPR).

## 15. Rights of data subjects and derogations from those rights

The contact person in matters related to research subjects' rights is the contact person stated in section 1 of this notice.

### Rights of data subjects

Under the General Data Protection Regulation, data subjects have the following rights:

- Right of access to their own data
- Right to rectification of their data
- Right to the erasure of their data and to be forgotten
- Right to the restriction of processing of their data
- Right to data portability from one controller to another
- Right to object to the processing of their data
- Right not to be subject to automated decision-making

However, data subjects cannot exercise all their rights in all circumstances. The circumstances are affected by, for example, the legal basis for processing personal data.

Further information on the rights of data subjects in various circumstances can be found on the website of the Data Protection Ombudsman: <https://tietosuoja.fi/en/what-rights-do-data-subjects-have-in-different-situations>.

### Derogations from rights

The General Data Protection Regulation and the Finnish Data Protection Act enable derogations from certain rights of data subjects if personal data are processed for the purposes of scientific research and the rights are likely to render impossible or seriously impair the achievement of the research purposes.

The need for derogations from the rights of data subjects will always be assessed on a case-by-case basis.

### Right to appeal

If you consider that the processing of your personal data has been carried out in breach of data protection laws, you have the right to appeal to the Office of the Data Protection Ombudsman.

Contact details:

Office of the Data Protection Ombudsman  
Street address: Ratapihantie 9, 6<sup>th</sup> floor, 00520 Helsinki  
Postal address: PO Box 800, 00521 Helsinki  
Phone (switchboard): 029 56 66700  
Fax: 029 56 66735  
Email: tietosuoja(at)om.fi