

Social Work Bursary

Notification of change of bank account

Completing this form

- Please use blue or black ink and write in CAPITAL LETTERS. Do not use pencil.
- Complete all parts of the form clearly. As these details will be used to pay your bursary using the Bank Automated Credit System (BACS) it is important that the information is correct.
- If you have any queries about this form, please contact our helpline on **0300 330 1342**.

Bursary reference number

(Your bursary reference number begins with a '2' or '3'. Please leave blank if unknown.)

The names you use here need to match the names you give to your university/college when you register.

Title Mr Mrs Ms Miss Other

Surname or family name

Other names

Address

For official use only

Details changed

Details checked

Bank account details

Old account details

New account details

Name of bank or building society

Address of bank or building society

Sort Code - -

- -

Bank account number

Building society number

Signature

Date

Post your completed form to:

Social Work Bursaries, PO Box 141, Hesketh House, 200-220 Broadway, Fleetwood, FY7 9AS

DO NOT FAX OR EMAIL THIS FORM

Data protection privacy notice

The NHS Business Services Authority (NHSBSA) is responsible for this service.

Why we process your information

We will use the information you provide to:

- process your application for payment,
- detect and prevent fraud and mistakes and
- analyse general trends and correlations to support more effective planning of NHS services.

By law we must process this information on behalf of the NHS.

Your information will not be transferred outside the [European Economic Area](#).

Sharing your personal information

To prevent, detect and investigate fraud and errors, we may share your information to check the records of:

- Higher Education Institutions
- HM Revenue and Customs
- The Home Office
- Student Loans Company
- Bodies performing functions on behalf of the above organisations

Information may be shared with the Department of Health and Social Care for the purposes of investigating and prosecution of fraud, or any other unlawful activity affecting the NHS.

Information may be shared with the Cabinet Office in relation to the National Fraud Initiative, which matches electronic data within and between public and private sector bodies to prevent and detect fraud.

Anonymised information relating to your equality and diversity may also be shared with the Department of Health and Social Care to monitor the compliance with Equality law.

Keeping your personal information

Your personal data will be deleted from our systems and files no later than seven years after your final payment has been completed.

Your rights

The information you provided will be managed as required by Data Protection law including the General Data Protection Regulations (GDPR).

You have the right to:

- receive a copy of the information the NHSBSA hold about you
- request your information be changed if you believe it was not correct at the time you provided it

From the 25 May 2018 you have the right to:

- request that your information be deleted if you believe the NHSBSA are keeping it for longer than necessary

Find out more about [your rights and how we process information](#).