
	PRIVACY POLICY	
	Med Safety App and Web-based online ADR reporting system	

This Privacy Policy sets out the type of information the Pharmacy Board of Sierra Leone (“PBSL” or “we” or “us”) receives from you when you report adverse reactions and events via the Med Safety App or the PBSL online web-based adverse drug reaction reporting platform and the manner in which such information is used and/or processed. It also outlines the importance of the information and your privacy rights in line with the Supplementary Act A1SA.1/01/10 on personal data protection within the Economic States of West Africa. This Privacy Policy sets out the manner in which the adverse drug reaction (ADR) reporting system and Med Safety app processes personal data gathered from users.

1. Who are we?

The Pharmacy Board of Sierra Leone (PBSL) is the national regulatory body responsible for the regulation of drugs, food supplements, herbal and homeopathic medicines, veterinary medicines, cosmetics, medical devices, household chemical substances, blood and blood products as well as the conduct of clinical trials. The PBSL’s legal mandate is from the Pharmacy and Drugs Act 2001.

You will find further information about PBSL at www.pharmacyboard.gov.sl.

2. Why do we need your information?

The PBSL acts to protect and promote public health and safety by ensuring that, medicines (including vaccines, blood and blood products and herbal medicines), medical devices, cosmetics and household chemical substances are safe and meet prescribed standards of safety, quality, performance and effectiveness.

Reporting of adverse reactions resulting from the use of regulated products is mandatory for marketing authorization holders but voluntary for healthcare professionals, consumers and patients.

The objective of the PBSL’s safety monitoring system is to provide an early warning that the safety of a product may require further investigation. The PBSL requires certain personal information and demographic details in order to contact the reporter of the adverse reaction, where necessary, and to understand the impact of the product on different populations.

The information you provide will be kept safely, securely and confidentially. We will not share personal identifiers with any person outside the PBSL without your explicit consent, unless we are required to do so by law. You can also ask someone else to send a report in about a suspected side effect if you do not wish to give us your name.

3. Who do we collect data from?

The PBSL collects information from anyone who reports an adverse reaction through the PBSL online platform, i.e., PBSL web-based ADR reporting, or the Med Safety Mobile app. The PBSL receives reports from the individual affected, their friends and relatives, healthcare professionals and market authorization holders/manufacturers.

4. What personal data do we collect?

We collect information on the reporter and the individual affected; this will be the same person if you are reporting about yourself.

We collect the following personal information about the reporter:

- First name, last name
- Contact details; email address, telephone number
- Job title and organization details if the reporter is a healthcare professional or manufacturer representative
- IP address.
- We collect the following personal information and special category information about the individual affected:
 - ✓ We require at least one of the following characteristics: initials, age, sex, weight, height
 - ✓ Information about the suspected product and a description of the adverse incident
 - ✓ Health data, including medical history and medications

5. Retention and disposal

The PBSL will only keep your personal information for as long as necessary to fulfill the purpose for which the information is collected, including reporting or legal requirements.

6. Sharing your information

The information you provide is kept safe, secure and confidential. The PBSL will not share personal identifiers with third parties. Reports related to adverse reactions to health products will be made available to the World Health Organization's safety database (VigiBase). Please, note that personal details (including name, job title and organization of the reporter (if a healthcare professional), telephone number, postal address and email address) are not shared in these reports. The PBSL will not disclose, give, sell, or transfer your personal information unless it is required by law or regulation or for law enforcement reasons.

7. Links to other sites

Please, note that we do not accept responsibility or liability for any external websites that you may access via a link from the Med Safety App or our web-based reporting system. External websites will have their own privacy policies, which you should read.

8. Changes in our policy

The PBSL has the right to update and improve this privacy policy. In that case, the “last updated” date at the bottom of this page will change. We will also inform you of any changes to this privacy policy if the changes will affect how your personal information is processed. Any changes to this privacy policy will apply to you and your data immediately.

9. Contacting us

If you have any questions about this Privacy Policy, the web-based reporting system or the Med Safety App, please contact PBSL at registrar@pharmacyboard.gov.sl or drugsafety@pharmacyboard.gov.sl

Alternatively, you can write to:

The Registrar
Pharmacy Board of Sierra Leone
Central Medical Stores Compound
New England Ville
Freetown

Version history

Version number	Date of update	Summary of update
1.0	1 st April, 2021	Creation of privacy policy for Med Safety App and Web-based ADR reporting platform