

Cindy Rice

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General data protection regulation (GDPR) Privacy Statement

I am committed to the safe and confidential handling and storage of all personal data in compliance with a requirement of the general data protection register (GDP)

What information is gathered about the people I work with?

I only hold information that you agreed to provide when making contact regarding Therapy, for example date of birth, address, email, phone number, GP, emergency contact.

Where is the data stored?

The personal details sheet is stored and lock securely. Any electronic data is passcode encrypted.

What is the personal data used for?

Contact details are used to communicate during the course of therapy e.g. to confirm or rearrange appointment

Who do I share your personal data with?

Personal data will not be shared with anyone unless there is a safety concern or I'm required to do so by law in which case we will discuss this first.

How long has it kept?

Records are kept for seven years after therapy has been completed.

What are your rights?

You are entitled to:-

Be informed of all information is held.

Request to see the information.

Rectify any inaccurate or incomplete information.

Request that any records be erased although this may be declined while the information is needed in order to practice lawfully and competently.

In signing this privacy notice you are giving permission to process your personal data specifically for the purposes identified.

Signature.....

Date.....

Print name.....

Personal details

Name

Date of birth

Address

Telephone

Mobile

Email

GP address and telephone number

Emergency contact

Name

Relationship

Telephone

Any significant health problems

Medication