

Data handling, gdpr, & privacy policy

I am committed to protecting your privacy when dealing with your personal information. This privacy notice provides details about the information I collect about you, and how I use and protect it. It also provides information about your rights.

My policy complies with UK law accordingly implemented, including that required by the EU General Data Protection Regulation (GDPR).

The law requires me to tell you about your rights and our obligations to you in regards to the processing and control of your personal data. I do this now, by requesting that you read the information provided at www.knowyourprivacyrights.org

Except as set out below, I do not share, or sell, or disclose to a third party any information collected.

How I collect personal information

I collect personal information from you and sometimes from third parties (anyone acting on your behalf, e.g. from other health professionals, from your employers or from your health insurance).

Personal information can be collected through your contact with me, including by phone, by email, through my website, by post, by filling in application or other forms, or face-to-face (for example, in medical consultations, diagnosis and treatment).

What I use your personal information for

I collect and use your personal information only for the purposes of safety, treatment, and/or insurance purposes.

How long I keep your personal information

I keep your personal information in line with set periods calculated using the following criteria.

- How long you have been a client with me and when you will stop being my client.
- Any periods for keeping information which are set by law or recommended by regulators, professional bodies or associations.
- Any relevant proceedings that apply.

Your rights

You have the right to access your information, and to ask me to correct any mistakes, delete data, and/or restrict the use of your information. You also have the right to object to me using some of your information, and to withdraw permission you have given me to use your information. All of those rights apply as long as they do not interfere with your safety during

your treatment with me. For more information, see below.

You have the following rights (exceptions apply if your information is needed for safety purposes).

- Right of access: the right to make a written request for details of your personal information and a copy of that personal information
- Right to rectification: the right to have inaccurate information about you corrected or removed
- Right to erasure ('right to be forgotten'): the right to have certain personal information about you erased
- Right to restriction of processing: the right to request that your personal information is only used for restricted purposes
- Right to object: the right to object to processing of your personal information.
- Right to withdraw consent: the right to withdraw any consent you have previously given me to handle your personal information. If you withdraw your consent, this will not affect the lawfulness of the use of your personal information prior to the withdrawal of your consent.

Please note: Your rights are not absolute: they do not always apply in all cases and I will let you know in correspondence with you how I will be able to comply with your request.

Confidentiality

Please note that the rules around breaking confidentiality still apply. I will not need your consent to share personal information.

Usage Of This Website (www.behaviourinmindtherapy.org)

This website and its owner takes a proactive approach to user privacy and ensuring the necessary steps are taken to protect the privacy of its users throughout their visiting experience. This website complies with all UK national laws and requirements for user privacy.

Use of cookies

Cookies are small files saved to the user's computer's hard drive that track, save and store information about the user's interactions and usage of the website. This allows the website, through its server to provide the users with a tailored experience within this website.

What do we use cookies for?

We may use cookies to remember personal settings you have chosen at this website. In no other context do we use cookies to collect information that identifies you personally. Most of the cookies we set are automatically deleted from your computer when you leave our website or shortly afterwards.

This website uses tracking software to monitor its visitors to better understand how they use it. This software is provided by Weebly Analytics which uses cookies to track visitor usage. The software will save a cookie to your computer's hard drive in order to track and monitor your engagement and usage of the website, but will not store, save or collect personal

information.

Should users wish to deny the use and saving of cookies from this website onto their computer's hard drive, they should take necessary steps within their web browser's security settings to block all cookies from this website.