

Birthing Your Life Privacy Notice

In accordance with new guidelines on data usage and storage – the General Data Protection Regulation (GDPR) - I am required to explain how and why I hold or process information about you, as well as gain your explicit consent to do this.

I am registered as a Data Controller with the Information Commissioners Office (ICO). I collect, store and process information about you to enable me to run my therapy and supervision practice and to provide a safe, ethical service to you. This information can include your contact details, as well as information about your age, health (mental and physical), payment information, domestic arrangements and other special category data. I am able to collect this information upon the legal basis of "Legitimate Interests" for the purposes of healthcare, as per GDPR regulations. *(Please note that if you take a class, workshop, webinar or group with me, I generally keep only your name, email address, payment records and possibly phone number I do not share your information with anyone, except if you request or agree to have your name and email shared with other members of the group you participate in.)*

You have the right to view this information, to be provided within one month of request, and to ask for changes to be made.

All information that I collect and store about you is either anonymised, stored behind lock and key and/or password protected/encrypted. I may keep this information for up to 7 years following the date of our last session, as per my Insurer's Terms and Conditions, at which point it will be securely deleted.

I may use this information to track the progress of our work together or as the basis for discussion in supervision, for reflection and guidance, in a way that respects and protects your anonymity. Your *name and contact details* may also be passed on to my appointed Therapeutic Executor so that you are informed should anything happen to me that prevents me from attending a session and from communicating with you directly - such as serious illness.

Please note that there are some unique instances in which I may be legally and/or ethically required to share certain information about you or our sessions together with a health professional or legal representative, however I will attempt to discuss this with you first.

You have the right to withdraw your consent for me to hold and process information about you at any time, however we would also need to discuss the implications for our continued work together.

Finally, if you have any concerns or questions, please discuss them with me first. Alternatively, you may contact the ICO here: <https://ico.org.uk/concerns/>

I _____ have read and understand this privacy notice and give my consent for information about me to be stored and used in this way (please tick here) [☐]

Signed: _____ Date: _____

Birthing Your Life
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