

Mandy Wax - Privacy Notice

I collect, store and process personal information about you to enable me to run my psychotherapy practice. Psychotherapists are required to comply with the directives as set out by the General Data Protection Regulation (GDPR). I am a registered data controller with the Information Commissioner's Office (ICO). I collect personal data upon the legal basis of "Legitimate Interests" or with your consent, according to the GDPR guidelines, as I need information about you in order to be able to work with you.

Use of my website

When you use my website, you do so at your own discretion. My website may collect information about the type of device you use to access the website, the Internet protocol (IP) address used to connect your computer to the Internet, and the date and time you access the website. This information is used to monitor the performance of the website. Like many websites, this website uses "Cookies" to enhance your experience and gather information about visitors and visits to the website.

By accessing and using the website, you consent to the processing of data about you in this manner and for the purposes set out in this Privacy Notice.

When you contact me by sending me a message via my website, you are in control of how much and what type of information you choose to provide. Although I only require initial contact information from you, I accept that you may choose to provide me with further information

Information collected

The information you give me may include your name, address, e-mail address and phone number. Any contact details you provide me is saved electronically in a password protected document. When making any cheque or electronic payments for my services, this may include your banking details.

Any notes that I take from our initial assessment meeting is anonymised and stored securely. I may keep a brief record of attendance and brief reference to content of sessions to track the progress of our work together or use it as the basis of reflection and guidance in professional supervision.

I will only share your personal data with a relevant authority or healthcare provider (e.g. your GP) where it is necessary for compliance with a legal obligation to which I am subject, or where it is necessary to protect the vital interests of you or of another person (e.g. in a safeguarding concern). I am required to have regular supervision as

part of my continuing professional development and any discussion of case material will be anonymised to protect patient confidentiality.

I will retain your personal information for as long as I provide services to you, and for a period of up to 7 years thereafter. Once information is not needed, it shall be securely destroyed.

Your rights

Under the GDPR, you have the right to:

- Ask for a copy of your personal data held by me, at no cost to you
- Ask me to correct any personal information that I hold about you, or inform me about any changes to your personal information
- Request that your personal data be transferred to another person (data portability)
- Ask to be informed of what data processing is taking place

Changes

This Privacy Notice was last updated on 1 August 2020. If I change my Privacy Notice, I will post the changes on this page.