

Changes in Data Protection (GDPR) from the 25th May 2018:

Privacy and data protection policy

During your initial consultation I will ask you some basic personal details, these are for information and monitoring purposes only. In addition to this I will ask you some health-related questions, this gives me an overview of your general health, there are also some conditions that are contra indicated for hypnotherapy, and there may be times when it may be necessary to review whether hypnotherapy is suitable for you. In addition to this I will ask you some health-related questions, this gives me an overview of your general health, there are also some conditions that are contra indicated for hypnotherapy, and there may be times when it may be necessary to review whether hypnotherapy is suitable for you. I require this information to administer and deliver the service you have requested, and to comply with any legal or professional body responsibilities that ensure the delivery of that service. You do not have to provide me with your personal information, however, if you do not provide it I may not be able to work with you.

All of your information is kept securely and confidentially in a locked cabinet, the only time information is shared is there is a risk of harm to yourself, or someone else (as detail in the confidentiality agreement). I will store your telephone number /s on my mobile phone, but I do not store your full name, and I have a password lock. As part of my professional registration I have regular supervision where your case may be discussed, however only case details are shared, this does not include personal details (any information that could identify you). Your personal information is never stored for longer than is necessary (usually this will be destroyed 7 years after your last appointment). As part of your treatment it is likely that I may communicate with you via text message (session reminder text), and I will e-mail you with a recap after each of your sessions, and at any time where relevant and appropriate, I will also send you recordings to listen to via e-mail. I will update my records with any information that you give me, usually on the date it is received, but certainly within 14 days of receiving it. You have the right to access the notes I make about your case, however a nominal admin fee may be incurred.

I understand, and consent to the above information / requirements.

Name:

Signed:

Dated: