

Privacy Notice in accordance with the General Data Protection Regulation (GDPR)

Whose information does this privacy notice apply to?

This privacy notice applies to information we collect from:

Patients.

Prospective patients.

Former patients.

Visitors to our website.

Martin Grasby (MG) is registered with the Information Commissioner's Office and collects and retains data including your name, address, telephone number and, where applicable, email address. In giving us these you are giving consent for their use as indicated. MG only requests and stores information necessary to fulfil his role in your healthcare.

The security of such information is of the highest priority to MG and we take every reasonable measure to ensure this.

Purpose of collecting data and reason for contact:

- MG will use contact information for the purpose of arranging appointments.
- To enable MG to have your contact details and, if necessary, or to update you on your medical care.
- Your date of birth may be used in order to correctly identify patients of the same name.
- Additionally, with your prior consent, MG may contact you via email with, for example, newsletters, treatment and practitioner updates.
- MG will collect further personal information from you in order to facilitate the best treatment for your needs. Such information is not shared with anyone else.

Security:

- Electronic records of your contact details are password protected held on an Apple Macintosh Computer with high level encryption and accessible only by MG.
- Electronic data may be stored on iCloud through encrypted software.
- If you have given me permission to use your email address to inform you of related information I may use an email company such as Mailchimp for this

purpose. Only email addresses are used and nothing else which may identify the individual. You may unsubscribe from such mailings at any time.

Retention of records:

In accordance with respective therapy governing bodies such as the British Acupuncture Council, written records more than seven yrs old from the date of the last appointment may be destroyed unless they relate to ongoing treatment.

Records relating to someone under 16 years of age at time of their last appointment will be retained until they reach the age of 21 years old.

MG Website:

Privacy Statement

Thank you for visiting my website. I am committed to protecting your privacy and maintaining the security of any information received from you in accordance with the 2018 General Data Protection Regulation (GDPR) which defines the legal responsibilities of data users.

Please note that I don't collect any personal information about you when you visit the website, unless you choose to provide that information to me by including that in an email to us.

I never exchange, rent or sell your personal information.

If you are simply visiting my website to browse the pages, I will gather and store certain information about your choices; thus I automatically collect and store only the following information about your visit:

- The internet domain and the IP address from which you access my website, the type of browser and operating system used to access our site.
- the date and time of the visit
- the pages visited
- if you came in from another website, the address of that website

This information is used to help make the site more useful to visitors and to learn about the number of visitors to the site and the type of technology they use. I do not track or record information about individuals.

Cookies and how we use them

Overview of cookies

A cookie is a simple text file which stores data. (It is not a program: it doesn't do anything). A website which uses cookies sends this text file to your computer the first time you visit. The cookie is then stored on your computer and holds data relating to your visit - typically the name of the website and

unique user ID which anonymously relates to you. The cookies used in this website cannot be used to identify you personally.

You can control cookies:

You can accept or reject cookies. You can also receive a prompt before accepting a cookie. You do this through your browser such as Internet Explorer, Firefox or Safari. Find out more about controlling cookies by following the link in this page to <http://www.aboutcookies.org> or go to the help section of your browser. If you are considering blocking cookies please be aware that it may prevent or hinder you from using some websites and their services.

Why the website uses cookies:

We use Google Analytics for our web statistics and this sets cookies.

By using web analytics, it can measure how many people are using the online services.

This information can help to improve the website further.

Google Analytics

Google Analytics sets cookies to help accurately estimate the number of visitors to the website and volumes of usage. Cookies set:

Name: `_utma`

Persistent cookie used to store the number of visits by a user, the time of the first visit, the previous visit and the current visit

Contains: randomly generated number

Expires: one year

Name: `_utmb`

Persistent cookie used to check approximately how long you stay on the website: when a visit starts and approximately ends.

Contains: randomly generated number

Expires: 30 minutes

Name: `_utmc`

Session cookie used to check approximately how long you stay on the website: when a visit starts and approximately ends

Contains: randomly generated number Expires: when user exits browser

Name: `_utmz`

Persistent cookie used to store information on how the visitor reached the website (e.g. directly or via a link, search engine, keyword)

Contains: randomly generated number and information about where the user came from

Expires: seven months

Your rights:

As an individual you have the right to:

- Be informed of what information I keep on you and where it is kept.
- Request access to the data I keep on you.
- Rectification i.e. the correction of inaccurate information.
- Request erasure of information within the scope of our legal and professional requirements for me to retain data for a period of time, typically 7 years.
- Data portability e.g. that your data is passed to another practitioner within the scope of our legal and professional requirements for me to retain data for a period of time, typically 7 years.

Procedure in the event of a data incident we will:

- Contact those who may be affected by such an incident.
- Contact the Information Commissioner's Office to request guidance.

If you have any queries regarding the above information please contact MG. In the event of MG being unable to satisfy your request/s you can contact the Information Commissioner www.ico.org.uk