

Our Data Protection Policy

The Personal Data We Process and What We Do with It

We record and use the following categories of personal data: name, address, telephone numbers, email address, date of birth, health information including medical history, working diagnosis and treatment data. Our lawful basis of processing this data is one of contract and, for the health information, the provision of health-related services as a chiropractic clinic. In addition, we will only examine or treat you with your explicit consent.

Sharing Your Personal Data

We only share your personal data with your explicit consent, where, for example we need to contact a third party and give them your contact details in order to resolve a health issue. This will be a GP or another Chiropractic clinic. Where third parties are used by us to store your personal data, we ensure they are compliant with the data protection law and any such data is not stored outside of the EU.

Retaining Your Personal Data

Whilst you are receiving treatment from our clinic we will continue to store and use your personal data. Once you have been discharged, we will be required to retain your personal data for a minimum of 8 years in line with GCC regulations.

Your Rights

As we process your personal data, you have certain rights. These are a right of access, a right of rectification, a right of erasure and a right to restrict processing

1. You may request a copy of your data at any time. Please make such a request in writing or by email, whose details are shown above. Please provide the following information: your name, address, telephone number, email address and details of the information you require.
2. If you believe any of the personal data, we hold on you is inaccurate or incomplete, please contact us directly and any necessary corrections to your data will be made without undue delay.
3. If you believe we should erase your data, please contact the clinic, whose details are shown above.
4. If you wish us to stop storing or using your data, please contact the clinic, whose details are shown above.
5. Where you have provided explicit consent for us to use your data you have a right to withdraw this consent at any time.

Data Breaches

Should your personal data that we control be lost, stolen or otherwise breached, where this constitutes a high risk to your rights and freedoms, we will contact you without delay. We will explain to you the nature of the breach and the steps we are taking to deal with it.

Should You Wish to Complain

You can contact the ICO via their website: www.ico.org.uk should you wish to make a complaint about the way we are processing your personal data.

Automated Decision Making and Profiling

We do not use any system which uses automated decision making or profiling in respect of your personal data.

Contact

Our contact details are as follows:

Sanctuary Chiropractic
The Street
North Stoke
Oxfordshire
OX10 6BL

sanctuarychiropractic@gmail.com

01491 598288