

GDPR - GENERAL DATA PROTECTION REGULATIONS

Under the **General Data Protection Regulations** effective from 25th May 2018 you have the following rights -

The GDPR includes the following rights for individuals:

The right to be informed (which is why I have this policy.)

The right of access (if you wish to see your file then please make a request in writing to cindyhurn@me.com) I will provide you with the information within 30 days of your request. Please know I only take rough notes just for me during our sessions as an aid for my memory for further sessions. They are never shared with anyone.

The right to rectification (this is your right to request changes to any information I hold that is factually inaccurate.) If you believe any of the information I hold about you is incorrect then please let me know as soon as possible and I will make appropriate changes.

The right to erasure (given the nature of our work I am required to hold details for a period of 8 years, after this your information will be securely destroyed.) All hand-written information is kept in a locked cabinet in a secure location.

The right to restrict processing I will only use the information for the purposes that I have stated: most standards of confidentiality applied in professional contexts are based upon the Common Law concept of confidentiality where the duty to keep confidence is measured against the concept of the the "greater good". If in the therapist's opinion there is good cause to believe that not to disclose would cause danger of serious harm to self, the therapist or others, your GP or other appropriate agencies maybe contacted. Only information required to ensure safety of relevant parties would be disclosed. Information may have to be disclosed without consent for the prevention, detection or prosecution of a crime. The sharing of anonymous case histories with supervisors and peer support groups is not a breach of professional confidentiality.

The right to data probability: I will not share your information, other than in the situations described above without your specific consent.

The right to object (I will not contact you for marketing purposes unless you have given specific agreement to do so). It is my practice to ask if you would like to be on my mailing list which you can change at anytime. I do not share this list with any other party.

The right not to be subject to automated decision-making including profiling (I will not use your information for profiling purposes.)

On a personal note - “I will do my very best for you.”

Cindy Hurn
Transformational Coach.