

Privacy Policy

General Data Protection Regulation (GDPR) – May 2018

How do we use your data?

We require you to give us information on your past and present medical history, this may be taken verbally or you may be asked to complete a questionnaire. This enables us to devise a treatment program for you.

We do not share your data. We do not give or sell your data to anyone else. Your data is used for your medical record and the therapist who is treating you.

How do we store your data?

We use Blue Zinc TM3 to store records such as client notes and diary appointments. All data is password protected and encrypted.

In addition, we regularly review our procedures for secure data storage to ensure that all appropriate measures are adopted. In accordance with data protection legislation, data records are stored in a locked cabinet and electronic storage is protected by a user's password that is individual to the user.

Any information that you supply to us may be stored and processed by servers hosting our website.

Will you send unsolicited emails?

I may email you from time to time in order to let you know about offers, events, promotions, classes or new products and services. I will determine if I think the email might be of interest personally. This will not be done by any 3rd party. You can unsubscribe from the email list by e mailing 'UNSUBSCRIBE'

How is the other sensitive data which you provide on the Pilates class consent form used or during a physiotherapy consultation used?

The information you provided on the Pilates Consent Form you submitted are used by me to ensure that you have consented and provided all relevant medical information for your safe participation in a Physio Led Pilates classes. This information is safely stored by scanning it onto Bluezinc TM3 program and then destroying the paper copy in compliance with regulations set out by the Chartered Society of Physiotherapy.

During a physiotherapy assessment and treatment, specific questions are asked surrounding the history of the current presenting complaint, the presenting complaint itself, previous medical history, current medications, social and employment history. This information is used to assist the appropriate and efficient management of your problem. Any physiotherapy assessment and subsequent treatment must be documented to maintain compliance with

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regulations set out by the Health and Care Professions Council and the Chartered Society of Physiotherapy. Clinical documentation is either scanned and stored on TM3 which is only accessible by myself or stored in a locked cabinet. All patient documentation is retained for 8 years from the date of the final contact (adults) or 8 years after 18th birthday for children. As this information is necessary to ensure high standards of public health, quality, safety and care the right to erasure of Physio Led Pilates consent forms or physiotherapy assessment/treatment documentation does not apply.

Data Breaches

We will report any unlawful breach of data as required by the GDPR within 72 hours of the breach occurring, if it is considered that there is an actual, or possibility, that data within our control including the control of our data processors, has been compromised. If the breach is classified as 'high risk' we will notify all data subjects concerned using an appropriate means of communication. We will report any relevant breaches of date to the Information Commissioner's Office (ICO).

I give consent to Caroline Kinash Physiotherapy and Pilates to process my personal and sensitive data for the purpose of Physiotherapy/Pilates treatment, and understand my records will be kept as a legal requirement.

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