

Privacy Policy for Galbraith Booth Ltd trading as Alister Booth Osteopath

At Alister Booth Osteopath, I am dedicated to safeguarding the privacy and confidentiality of my patients' personal information in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. This privacy policy outlines how I collect, use, and protect your personal data when you visit my clinic or utilise my services.

1. Collection of Personal Information:

I collect personal information from my patients when they schedule an appointment, provide medical history, or make payments for services. This information may include your name, contact details, date of birth, medical history, insurance information, and any other relevant details necessary for providing healthcare services.

2. Use of Personal Information:

I use your personal information exclusively for the purpose of delivering high-quality healthcare services. This includes scheduling appointments, conducting assessments, providing treatment, processing payments, and communicating with you regarding your health and treatment plan. I do not disclose your personal information to third parties unless required by law or with your explicit consent.

3. Security Measures:

I implement appropriate technical and organisational measures to protect your personal information from unauthorised access, disclosure, alteration, or destruction. My clinic utilises secure electronic systems and physical safeguards to maintain the confidentiality and integrity of your data.

4. Retention of Personal Information:

I retain your personal data for as long as necessary to provide healthcare services to you and to comply with legal obligations. Once the information is no longer needed, I securely dispose of it in line with regulatory requirements. By law I must hold your data for 8 years.

5. Access and Correction of Personal Information:

You have the right to request access to the personal information I hold about you and to request corrections if any information is inaccurate or incomplete. Please contact me as data protection officer to exercise these rights.

6. Compliance with Data Protection Laws:

I adhere to all applicable data protection laws, including the GDPR and Data Protection Act 2018, to ensure the security and confidentiality of your personal

information. In the event of any personal data breaches, I will notify you and the relevant regulatory authorities as required by law.

7. Changes to Privacy Policy:

I reserve the right to update and modify this privacy policy as necessary. Any changes will be communicated to my patients through my website or other appropriate channels.

By availing my services and visiting my clinic, you acknowledge that you have read and understood my privacy policy. If you have any queries or concerns about how I manage your personal information, please contact me as data protection officer.