

GDPR NOTICE FOR GROUP HYPNOTHERAPY / GUIDED RELAXATION SESSIONS

How will my data be stored?

In May 2018 the Data Protection Act was replaced by the General Data Protection Regulations (GDPR). The changes to the Data Protection Act were aimed at ensuring that your personal, confidential and sometimes sensitive data, is held privately and securely.

How long will you hold my information for?

Written records will be stored securely for 8 years after the last interaction with an adult client and up to the age of 25 for a child under 16 when last seen, or 26 years for a 17-18 year old.

What if I want my data to be destroyed before this date?

Under GDPR rules, you are able to request the deletion of any of your records at any time.

Am I able to see or get a copy of the information held by you?

In line with GDPR, yes, within 30 days.

What are your reasons for collecting this information?

In order to provide the highest quality service and ensure your suitability and safety for group hypnotherapy Jacqui will collect the following information:

Your contact details

Your confirmation that you are not under the influence or intoxicated by drugs, alcohol or any other substance at the time of the group session

Your confirmation that you are not experiencing active psychosis at the time of the group hypnotherapy session

Your confirmation that you are not experiencing emotional distress at the time of the group hypnotherapy session.

How do I know that you will secure my information securely?

Online consent forms are stored securely in the online cloud for jotform and encrypted with a password. Held on a smartphone, electronic tablet or laptop which is secured by a PIN and/or face recognition or fingerprint recognition technology.

Text Messages:

Jacqui's mobile phone is fingerprint and/or pin protected.

Emails:

The email account in use for session correspondence is protected by a "Strong" password.

Online consent forms are encrypted with a password and

Are our discussions within the group hypnotherapy sessions confidential?

Group hypnotherapy sessions do not involve discussion of personal confidential information, therefore any information volunteered by the group within this setting is done so freely and Jacqui / Sun & Sea Wellbeing Ltd will accept no responsibility or liability for how this information is received by the wider group, any personal or confidential information volunteered by any member of the group during a session will not be recorded or shared by Jacqui. The sharing of confidential information in a group setting is strongly discouraged.

What if I see you outside of a hypnotherapy session?

If we meet outside of a session I will not acknowledge you unless you approach me first and, should you approach me, I will not discuss how we know each other with any companions unless you raise the subject first.

Will you discuss information about me with other health and social care professionals?

For the purposes of group hypnotherapy sessions no confidential information or GP information is recorded therefore this factor is not relevant unless you decide to visit for individual therapy sessions.

Who is the Data Controller and what is their ICO registration number?

I am the Data Controller. My ICO registration number is ZB624014