

PORTOBELLO BEHAVIOURAL HEALTH THERAPY SERVICES

Data Consent Policy

GDPR (General Data Protection Regulation) is the most significant piece of privacy and data protection in twenty years. It took effect on 25th May 2018 and from that date we are required to ensure that we gain a new data protection and privacy consent from all clients. In it (amongst other things) we confirm what information we hold about you and how we are permitted to use it

What data we hold about you

We will hold data relating to you, your address, your immediate family (if provided), email address, phone numbers and information you provide to us in relation to medicine or medical diagnosis. In addition, we will hold notes relating to the work that we do and correspondence between us and other professionals about you. We hold this data for the express purpose of managing your care.

Your data and your rights

You can, at any point, ask us for copies of the data we hold on you and from which you are an identifiable subject. If this information is requested it will be provided to you in a reasonable time, and no more than one month. If the work involved in collecting and providing the data is considered excessive or unreasonable an administrative charge may apply. Portobello Behavioural Health can't work with you unless we are allowed to hold data about you. Once you have finished working with Portobello Behavioural Health you can ask for the data we hold on you to be destroyed other than information we are legally or ethically required to keep.

Using your data

The data we hold will only be used for managing your care and communication with you and those you give us consent to communicate with. It will not be used for marketing purposes unless you expressly consent to it. You can withdraw this consent at any time.

Sharing your data

Your data will never be shared with someone outside of Portobello Behavioural Health unless you give us permission to do so. The exceptions to this are when your information is shared with an external supervisor which Portobello Behavioural Health may employ to provide additional clinical oversight to the work we do. Information about your case may be shared with relevant government agencies if the law dictates it, or if there are extreme circumstances relating to safeguarding.