

PRIVACY NOTICE FOR PAUL CARTER - PSYCHOTHERAPIST

This page informs you of the policies regarding the collection, use and disclosure of personal information collected from clients of Paul Carter. It applies to this website, private practice (online and offline) and other services provided by Paul Carter.

I am committed to maintaining the confidentiality and security of the personal information and online privacy of past, existing and future clients and of the users of this site.

WEBSITE USAGE DATA:

This website collects data for the purposes of monitoring traffic, understanding how the site is used and how can it be further improved. Data collected: cookies and usage data. It is retained indefinitely unless consent is withdrawn. The third-party service processing this data is Google Analytics.

PERSONAL DATA:

If you choose to provide personal contact details, either by filling out the contact form online or directly to me (verbally, by phone, email or text message), for the purpose of providing a service, you are agreeing that this information will be used in ways that are essential for me to perform the services you have requested. This information may include: First and last name, email address, preferred contact number, postal address, emergency contact, GP contact details. This data will be used solely by myself and will not be passed on, or transferred to, third parties, except where your permission has been requested or under special circumstances where I am legally required to do so.

STORING AND PROCESSING DATA:

I take appropriate security measures to prevent unauthorized access, disclosure, modification, or unauthorized destruction of personal data.

The contents of analytic sessions are confidential; they are not written down or otherwise recorded.

Data collected for purposes related to the performance of a contract between myself and a client (scheduling and invoicing, initial referrals and assessments transmitted by third parties) shall be retained until such contract has been fully performed and in the case of psychotherapy work for up to 3 years following the cessation of the work. Electronic enquiries that do not result in the commencement of analytic work are erased after 3 months.

DURING THE DATA RETENTION PERIOD, YOU HAVE THE FOLLOWING RIGHTS:

1. Right to access: You have the right to ask for a copy of your personal data, either electronically or in paper format, as well as to ask for factually incorrect information to be amended, free of charge.

2. Right to be forgotten: You have the right to ask for any data I hold about you to be erased, if no longer relevant or if you wish to withdraw consent. These rights are obligatory unless I am legally bound to retain this information.
3. Data portability: You have the right to receive your data or have it transferred to another party in a commonly used machine-readable format.

Should you have any questions, please feel free to contact me at:

paulcartertherapy@gmail.com