

# Privacy Statement

**Joseph Stapleton BSc Hons Osteopathy**

**Registered Practicing Member of General Osteopathic Council**

**Registration Number: 3966**

**Website: [www.myosteopath.co.uk](http://www.myosteopath.co.uk)**

I am registered with the ICO (information Commissioner's office) which means I need to tell you what data I am collecting from you and what I intend to do with it.

## **What data do I keep and why do I need it?**

- **Name and Age** - This is basic information that helps me get to know you.
- **Address, email and telephone number**- I use this as a way of contacting you regarding sessions. I will mainly use the method you contacted me on but if I am unable to reach you, I will try a different method.

### **Please tick your preference method of contact:**

Telephone number land / mobile [     ]  
Email address [     ]  
Address [     ]

If you do not consent me to contact, you on any of the above methods I will not be able to send you any reminders of your appointments and I will not be able to alert you to any cancellations or if the practice needs to close at short notice.

- **Doctor's detail** - If I was worried that you were at risk, then I may need to contact you doctor. If I can I will tell you I am going to do this.
- **Session notes** - I keep very brief notes of our sessions.

## **Will I share your data and if I do, who will I share it with and for what purpose?**

It is very unlikely that I will share your data. I will not sell it on to a third party or use it for unethical reasons. I may have to share it if my notes are subpoenaed by a court of law. If either you or anyone you tell me about is at harm or serious risk of harm, to self or others, I may have to pass this information on. I may also inform the relevant authorities if you divulge any information regarding terrorism, safeguarding issues or money laundering.

In accordance with my governing body, I receive regular clinical supervision where I talk about my work. This may include you, however I do not use your real name.

