

GPDR :

The general data protection regulation (GPDR) creates a set of rules that better protect personal information collected from and held about individuals. It came into force on 25th May, 2018.

Your rights are :

- To be informed – you have the right to know how your personal data is being held and used by any organisation.
- To access your data – you have the right to request to see the information that is being held about you, free of charge.
- To erasure – you can request that personal data held about you is deleted. However, this is not an absolute right – it may be that there is a statutory reason to continue processing your personal data and your request may be declined.
- To have inaccuracies corrected – if you believe that personal data held contains incorrect information, you may ask that processing is restricted until the error has been corrected.
- To data portability – you can object to the way that your personal data is being used. If unresolved locally you can contact the Information Commissioner's Office (ICO) at ico.org.uk. Tel: 0303 123 1113.

Protecting your information :

Information collected about you is solely in relation to your contact with Dr Jill McGarry. This will include your name, your address, your telephone number and sometimes your email address. Appointment dates and brief notes from sessions are also recorded.

Any information about you is **securely stored** for the duration of your involvement with the service. At the end of this time it is then archived for no less than 2 years before being confidentially destroyed,

Confidentiality :

What you discuss with your therapist is kept confidential.

There are rare occasions where information is shared with others without your consent, for example if there is a risk of harm to self or others (including serious crime, child protection and safeguarding).

Sometimes material may be discussed in clinical supervision. Such conversations are governed by confidentiality and GDPR also. Such information will be anonymised as far as possible. Supervision is essential in order to maintain good clinical practice and to provide the best possible care to clients.

Standards and membership of professional bodies :

Therapists working on behalf of Dr Jill McGarry. are members of :

- The Health and Care Professions council (HCPC)
- The British Psychological Society (www.bps.org.uk)
- The Association for Clinical Psychologists UK (www.ACP.org.uk)

All adhere to the strict professional standards and ethical frameworks.

Should you have any questions regarding any of the information provided above, please do not hesitate to ask.