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 are aimed at ensuring that your personal, confidential and sometimes sensitive data, is held privately and securely.

How long will you hold my information for?

I am a student member of the National Council for Hypnotherapy (NCH) which stipulates that written records are 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 child of 17-18 year old. This is also in line with my insurance company guidelines and with the NHS regulations for retaining data.

What if I would like 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?

When you become a client, I will need to gather information about your reasons for using this service. This includes a small amount about your health, your family, as well as brief session notes. This information enables me to provide a high-quality service for you and to equip me with the knowledge of our previous sessions prior to each successive one. Your contact details and GP’s details will only be used with your explicit consent or in an emergency.

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

Paper documents – Stored in an unmarked locked cabinet in a secure property

Text messages – My work phone is secured with a pin code

Digital documents – Stored on a password protected computer with 2 levels of authentication

Diary – Only first names are recorded

Wifi – Secure and encrypted connection

Emails – My email account requires a password

Are our discussions within the hypnotherapy sessions confidential?

Yes, unless I need support from my supervisor or I believe that you are about to harm yourself or another.

What if I see you outside of a hypnotherapy session?

If we see each other outside of a session I will smile but not initiate a conversation to ensure your

confidentiality. You are welcome to share with anyone about the therapy you are receiving but I am obligated by GDPR law to ensure your confidentiality is protected.

I would request that, in order to ensure the success of your treatment, you refrain from discussing your treatment with me outside of your sessions.

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

Only with your written consent.

I am fully insured, hold an Enhanced DBS certificate and abide by the codes of conducts set out by the AfSFH and NCH.