

Privacy Notice

Overview

This Privacy Notice explains how I handle your personal information in line with UK data protection law.

I am committed to keeping your information safe, secure, and confidential.

Who I am

I am a BACP registered therapist in private practice.

What information I collect

I may collect and hold:

- Contact details
- Personal information relevant to therapy
- Session notes
- Email or message correspondence
- Emergency contact details

Why I use your information

Your information is used to:

- Provide psychological therapy
- Manage appointments and contact you
- Maintain accurate clinical records
- Meet legal, professional, and safeguarding obligations

Lawful basis for processing

Under UK GDPR, I process your data under:

- Contract (therapy agreement)
- Legitimate interests (running a safe and effective private practice)
- Legal obligations
- Health related care under Article 9(2)(h) UK GDPR

Confidentiality

All information shared in therapy is confidential.

Confidentiality may only be broken if:

- There is a risk of serious harm to you or others
- I am required to do so by law
- There are safeguarding concerns involving a child or vulnerable adult

Where appropriate, I would aim to discuss this with you first.

Storage and retention

Your information is stored securely in password protected electronic systems or secure physical storage.

Clinical records are kept for up to 7 years after therapy ends, in line with professional guidance, and then securely destroyed.

Sharing information

I do not routinely share your information.

Information may only be shared:

- With your consent
- In anonymised form for professional supervision
- If required by law or safety concerns

Your rights

Under data protection law you have the right to:

- Access your personal data
- Request correction of inaccurate data
- Request deletion (in certain circumstances)
- Restrict or object to processing
- Withdraw consent where applicable

Security

Appropriate technical and organisational measures are in place to protect your information from loss, misuse, or unauthorised access.

Complaints

If you are concerned about how your data has been handled, please contact me first.

You also have the right to complain to the Information Commissioner's Office:
<https://ico.org.uk>

Contact

welcome@bradleyrebacktherapy.co.uk