



Tamara Turchet Holistics
Aromatherapy – Reflexology – Massage
Tel: 07554 246877
Email: Tamara@ttholistics.co.uk
Web: www.ttholistics.co.uk

Privacy Notice - May 2019

This Privacy Notice aims to clearly explain how we use, store and manage the data that we have about you in line with the General Data Protection Regulation (GDPR) which comes into force in May 2018. If you would like more information or to discuss any of the information that follows, please contact Tamara directly.

The type of data we collect

At your first appointment Tamara will ask you to complete an initial consultation form. This form asks for:
Personal data (such as name, date of birth, address, contact numbers)
Special Category data (such as medical history, lifestyle information)

Why we collect this data

Most of these details are needed to help ensure that it is safe to undertake a treatment for you. There are certain medical conditions which could make it unsafe to have a holistic treatment without first checking with your GP or healthcare professional. Tamara cannot offer you a treatment without this medical information

Some of these details are requested so that Tamara can ensure you have up to date information on the latest news and offers from TTHolistics. You will be asked to give your consent for this. If you do not want to receive this type of communication you do not have to agree. Tamara will still be able to offer you a treatment without prejudice.

The lawful basis on which we use your information

For Special Category Data,

GDPR Article 6(f) – Processing is necessary for the purposes of legitimate interests

GDPR Article 9(2)(h) and article 9(3) – Processing is necessary for the purposes of treatment

For other data,

GDPR Article 6(a) – You have given explicit consent for us to process your data for specific purposes

You can withdraw your consent at any time without prejudice. To withdraw your consent please contact Tamara directly.

Storing your information

Your consultation form and any ongoing updates to the original form will be stored in a locked filing cabinet to which only Tamara has access.

Due to the terms and conditions of our insurance, Tamara is obliged to keep your information on file for a period of 10 years from the date of your last treatment.

If clients consent to receiving information about (a) bookings and/or (b) promotions and special events, their details will be added to a spreadsheet for ease of managing communications. The spreadsheet is a password protected document stored on a password protected laptop to which only Tamara has the passwords.

Sharing information

Please rest assured that Tamara will never share your information with anyone. Your details are kept confidentially at all times. The only exception to this would be where there are concerns of a Safeguarding nature.

Requesting access to the information that we hold about you

You have the right to ask for a copy of the information we hold about you. If you would like a copy of this information, please make your request in writing directly to Tamara Turchet.

Your rights

The GDPR grants several very specific rights to people relating to how their information is collected, held or processed by businesses. For more information about your rights under the GDPR please visit the Information Commissioner's Office website at <https://ico.org.uk/for-the-public/>