



Mrs KATE de ANGELI MRCPod

Member of The Royal College of Podiatry
Health and Care Professions Council registered

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Clinics Held At:

Selsdon Park Medical Practice 97 Addington Road, Selsdon, South Croydon CR2 8LG
The Chaldon Road Surgery Chaldon Road, Caterham, Surrey, CR3 5PG

DATA PROTECTION

New *Data Protection Laws* mean that we need your consent to collect and store the details we are legally obliged to gather from all our Patients. These include the notes written up after every treatment and the *Confidential Medical Questionnaire* every Patient must complete. How this Consent is obtained and your details are protected is explained below:

PRIVACY STATEMENT

We are legally obliged to:

- ~ Maintain information about all patients including clinical notes that are updated after every consultation and/or treatment
- ~ To keep these notes for a period of time depending upon your age and legally defined ability to give consent - but will be for a statutory minimum of eight years after your last contact/treatment. Your details will then be securely destroyed

Naturally, we take all reasonable steps to maintain the security of your information...

- ~ Your clinical records and notes are kept on a hosted cloud-based system designed for healthcare professionals. The data is held in the UK at state of the art data centres managed by *iomart*, one of the UK's leading data centre providers
- ~ Our computers and software are all password protected. Our anti-virus software is regularly updated
- ~ We use *SumUp* for card processing. The company is compliant with PCI DSS (Payment Card Industry Data Security Standards)

Please Note:

- ~ Without your consent, we cannot carry out any assessment or treatment
- ~ We will never use your contact details for sales or marketing purposes

YOUR CONSENT

When you attend your first appointment, and as required by our professional body, *The Royal College of Podiatry*, you will be asked to complete a *Confidential Medical Questionnaire*.

This includes your consent to both treatment and the collection and keeping of your information as detailed above. Once completed, the form is added to your clinical records.