



Date: 02.01.2024

At New Path Therapy we are committed to ensuring the security and privacy of personal data collected and processed in the course of our counselling services. This Data Protection Policy outlines our approach to data protection in compliance with the General Data Protection Regulation (GDPR) and other applicable data protection laws.

1. Data Controller

Lorraine Hobbs The Whitehouse 144 Hendford Hill Yeovil Somerset BA22 2RF 07593 680328

2. Data Protection Officer

Lorraine Hobbs newpaththerapysomerset@outlook.com 07593 680328

3. Data Collection and Processing

We collect and process personal data for the sole purpose of providing professional counselling and psychotherapy services. The types of personal data we may collect include:

- Names and contact information of clients
- Session notes and records
- Any additional information voluntarily shared during counselling sessions

4. Lawful Basis for Processing

Our lawful basis for processing personal data is the necessity of processing for the performance of a contract (counselling services) and compliance with legal obligations.

5. Consent and Informed Consent

Clients will be informed of the purpose and extent of data collection and processing. Consent will be obtained before commencing counselling services, and clients will be informed of their right to withdraw consent at any time.

6. Data Security

We implement appropriate technical and organizational measures to ensure the security and confidentiality of personal data. This includes secure storage, password protection, and encryption of electronic records.

7. Data Sharing

Personal data will only be shared with third parties when necessary for the provision of counselling and psychotherapy services or when required by law. Clients will be informed of any such instances.

8. Data Retention

Personal data will be retained for a period no longer than necessary for the purpose for which it was collected or as required by law. After this period, data will be securely deleted or anonymized.

9. Individual Rights

Clients have the right to access, rectify, erase, and restrict the processing of their personal data. Requests to exercise these rights should be submitted in writing to the Data Controller.

10. Data Breach Notification

In the event of a data breach, we will promptly assess the risk to individuals and, where necessary, report the breach to the Information Commissioner's Office (ICO) and affected individuals.

11. Policy Review

This Data Protection Policy will be reviewed annually or as needed to ensure compliance with data protection laws and any changes in business practices.

By adhering to this policy, we demonstrate our commitment to maintaining the privacy and confidentiality of the personal data entrusted to us.

Lorraine Hobbs

New Path Therapy

