

HypnoReiki Therapy Privacy Policy

At HypnoReiki Therapy, privacy is taken very seriously.

We will only hold information from you that is relevant to the type of services you have agreed upon, in order to provide you with the best possible service, along with meeting our insurance requirements.

When you first make an enquiry, we will only reply to you to you via the same means unless you express otherwise. Personal data provided in an initial enquiry will only be held for a period 1 calender month, or until a you fill in a Consent and information form, prior to an appointment. All electronic devices used to view this info are password and security protected.

During your appointment, you will be asked to complete a contact and consent form outlining our privacy policy, also including the official opt in options. This will confirm your preferred methods of contact, along with providing you with full control with how you would like to be contacted in the future, if at all. Any consent can be revoked at any time in the future, if you so choose.

We will never pass on your personal details to a 3rd party unless we have your consent (for e.g. if we have recommended another professional and you have expressed the desire for them to contact you directly) Case studies and peer discussion may take place but will be done so anonymously. All consent forms are kept in paper format only, and never entered into an electronic or online data base.

Contact via Facebook messenger is best kept to basic enquiries only. If you wish to discuss your situation in more detail, please ask for a free 15 min telephone consultation, which can be located under the services button.

Consent forms will need to be kept for a period of 7 years after your most recent treatment. You may request access to a copy of these files, should you request it. We only keep information that our insurance providers require.

If you are an expectant Mom then we are required to keep records for 7 years post the 18th anniversary of your babies EDD.

If we are treating an minor between the ages of 16-18 then the records would be required to be kept 7 years after their 18th birthday.

If we are treating anyone aged 16 or under then along with the traditional parental consent and attendance during therapy, then we will also be required to keep records for 7 years post their 18th birthday.

The type of information we are required to hold for therapies include:

Name and some form of contact information

DOB and lifestyle information

Health information including medication and medical history and Doctors info

Treatment plans and reflections.

All records are kept securely in locked cabinets and/or password protected devices and software.

If you have any further questions or concerns regarding our privacy policy, please feel free to contact:

07713 108265