

DATA PROTECTION (GDPR) and your personal data

You may have heard about the new General Data Protection Regulation (GDPR), which comes into effect May 25, 2018. This requirement is to ensure businesses have permission to use your personal data to contact you primarily for marketing purposes. It also requires businesses to have a clear, easily accessible policy on data protection.

As a client of Massage Matters you will have completed a Consultation Form with some personal data. This asked you for contact details, contact preferences and permission to contact you.

Massage Matters may like to send you occasional emails with information on new treatments: I have not done this in 3 years of business but it is possible I may do so in future.

When you completed the form originally you had the option to state communication preferences but in light of the new regulations I am asking again to ensure you are happy to have your data used in this way. If you are happy for me to continue to hold your data you do not need to do anything.

Your rights

- You have the right to see any data held about you.
- You have the right to update personal data at any time.
- You have the right not to supply contact details. (The details are used to remind you about appointments and to contact you in any unforeseen circumstances such as the therapist being sick).
- You can ask for your personal data to be deleted.

How your data is held now

Currently your details are held in the original format you completed it in, which is kept in a locked file. Treatment information is held on electronic files on a locked local storage device with anti-virus protection and not online. Your data is secure, password protected and not passed on to any third parties. You will only ever be contacted to confirm or arrange treatments and in future possibly to give you further information.

The personal information collected is specific to giving you the most appropriate treatment and to comply with Massage Matters business insurance. BABTAC the massage association that provides the insurance specify that consultations are best practice to ensure the best quality treatment.

If you have any queries please do ask. Best wishes Karen at Massage Matters.

Massage Matters - May 2018