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## Privacy Statement.

We collect certain data from you to meet mandatory requirements regarding medical notes. There is a legal requirement to keep medical notes for a period of time after treatment. This can vary in length depending on your age and ability to consent but will be for a minimum of eight years after your last contact/treatment. Your details will be destroyed after this period. Please note if you do not consent we will be unable to carry out any assessment or treatment. When you attend your appointment at Centre4Feet you will be asked to complete a Patient registration form as well as a medical history form and consent to treatment form. These forms are all added to your clinical records. We are required by our professional body, The Society of Chiropractors and Podiatrists to ask our patients to complete these for legal requirements. The patient registration form will include a section for Data Consent.

We collect data to assist in the administration of our business to provide you with an efficient service. We take your privacy seriously and will take all reasonable steps to ensure the protection of your data.

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 clinic computers and software is all password protected and we regularly update our anti-virus software. We use WorldPay for card processing and are compliant with PCI DSS (Payment Card Industry Data Security Standards).

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