

In line with General Data Protection Regulation (GDPR), this privacy policy sets out how Vitali uses and protects any personal information that you provide us.

Vitali is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using our services; you can be assured that it will only be used in accordance with this privacy policy.

This policy is effective as from 1st May 2018.

Why we collect your data:

We collect your personal data because you give us consent to do so, in order to provide our independent nutrition and dietetic services to you.

What we collect:

We may collect the following information:

- Name, date of birth and contact information including postal address, email address and telephone numbers
- Further clinical information in relation to reports from other health professionals (including their secretaries)
- Information or a query you share with me via social media, email, landline or mobile phone or post

What we do with the information we gather:

We require this information for the purpose of:

- Professional clinical record keeping of client information
- Sharing information with relevant health professionals.
- Billing and invoicing purposes, including sharing with patient's insurer where relevant, invoice reminders and debt collection

How we may communicate with you

Telephone (landline and/or mobile) post, email, SMS, social media

Security

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place encrypted electronic systems and standard operating procedures to safeguard and secure the information we collect.

Controlling your personal information

We will not distribute, sell or lease your personal information to third parties unless we have your explicit permission or are required by law to do so.

You may request details of personal information which we hold about you under the General Data Protection Regulation (GDPR). If you would like a copy of the information held on you please contact Ali Todd, Data Protection Officer, at this address Company name, address and postcode. If you believe that any information we are holding on you is incorrect or incomplete, please email or write to us as soon as possible at the above address. We will promptly correct any information found to be incorrect.

How you can withdraw and request to be deleted from our files

If you do not wish us to make use of your personal information in this way, please contact Ali Todd, or email info@alitodd.co.uk. You have the right to withdraw consent.

Should you have any queries in relation to General Data Protection Regulation (GDPR) here are the contact details of our Data Controller:

Name: Ali Todd

Email: info@alitodd.co.uk