Patient Privacy Information

Information about patient records and data processing | English patient version

Who is responsible for your data?

Heilpraktiker Marc James Daly, Praxis Osteopathie & Heilkunde, Nikolausberger Weg 20, 37073 Göttingen. Telephone: 0551 4014 9030. Email: info@marcjamesdaly.com. You can use these details to ask a privacy question or exercise your rights.

What information do we use, and why?

We collect your contact and insurance details, the information you provide in the Patient Questionnaire, relevant medical history and reports, consultation notes, findings, treatment records, appointment information and invoices. We use them to arrange appointments, assess and provide care, maintain a treatment record, communicate with you, issue invoices and meet legal obligations. Please provide information relevant to safe care; without essential information, we may be unable to assess or treat you safely.

Legal grounds and health information

Administrative processing needed for the treatment agreement is based on Article 6(1)(b) GDPR; processing required by law is based on Article 6(1)(c). Health information receives additional protection. This form asks for your explicit consent under Article 9(2)(a) GDPR to process health information for assessment, treatment and documentation. You can withdraw that consent for future processing by contacting us. Withdrawal does not affect processing that was lawful before withdrawal or records that must be retained by law. If essential health information can no longer be processed, treatment may not be possible.

Who may receive information?

Authorised practice staff and service providers supporting practice administration may access information only as necessary and subject to appropriate confidentiality and data-protection arrangements. Relevant information may be sent to an insurer or billing provider when needed for a claim or billing arrangement, and to other healthcare professionals where you authorise this or another lawful basis applies. We do not use this patient form to obtain consent for marketing.

How long is it kept?

Treatment records are generally kept for ten years after treatment ends under section 630f(3) of the German Civil Code (BGB), unless another legal period applies. Accounting documents are retained for the periods required by applicable law. A withdrawal of consent does not automatically require deletion of records that the practice must keep.

Your rights

Subject to applicable conditions, you may request access, rectification, erasure or restriction of processing, and in relevant cases data portability or objection. You may withdraw consent for future processing at any time. You may complain to a data protection supervisory authority, including Der Landesbeauftragte für den Datenschutz Niedersachsen (www.lfd.niedersachsen.de/beschwerde).

Patient name: _____ Date: _____

☐ I explicitly agree to the processing of my health information for assessment, treatment and documentation as described above.

☐ I would like relevant information shared with the following healthcare professional, where clinically appropriate: _____ (optional).

I acknowledge that I have received this Patient Privacy Information. This acknowledgement is separate from the consent choices above.

Patient signature: _____ Place / date: _____