**M J Faal Chartered Physiotherapist Privacy Policy**

As part of my (M J Faal Chartered Veterinary Physiotherapist) service I will collect and hold information that is considered personal, such as your name, address and contact information (phone/email) as well as your pets or relative’s details as required. Only essential data will be collected.

Data will be recorded on a digital file on a password protected laptop or as paper notes in a locked filing cabinet or locked briefcase whilst travelling.

Data will only be used to ensure I am able to communicate effectively with you. Data would only be passed onto other professionals if you give your consent and only essential data will be used to identify you or your animal in communication with other professionals.

Data will be kept for 10 years and then destroyed by deleting files or by shredding notes.

Should you wish to access your information at any time or change, erase or restrict the data being kept then please contact me via email or telephone.

Privacy Statement

Your privacy is taken very seriously and your information will only be used to assist me with providing the service to you.   
As part of my assessment I will collect and hold information that is considered personal, such as your name, address and contact information (phone/email). I will also record your animal’s details and the details of the vet they are registered with. This information will be stored securely, either electronically (password protected) or on paper (locked storage). For Legal requirements this information will be held for 2 years and then it will be destroyed (shredded or deleted).  
It is mandatory, under the Veterinary Act 1966 / Exemptions order 2015, that I have consent to see your animal from your vet. When it is requested by them, I will report my findings back to your vet. This requires me to share information I have collected from you and during assessment. This information will only be sent on a password protected email.

Should you wish to access your information at any time or change, erase or restrict the data being kept then please contact me via email or telephone.