

**LIFEHOUSE THERAPY GDPR STATEMENT**

Under the General Data Protection Regulations 2018, you have certain rights. These are:

- You are allowed to see your notes. If this is something you wish to do please make your request in writing/email;
- Records are kept for 5 years after termination of therapy and then destroyed;
- Having your records amended (change of name and address);
- Under GDPR, you can request your data to be erased. However, there are exceptions to this. In the case of counselling records, insurance companies and ethical bodies ask for records to be available for the period of time as outlined above (five years);
- If NHS Track and Trace contact us we will share your name and phone number only. Your reason for visiting is kept confidential;
- Records are kept secure in a locked cabinet. Your name is always separated from your counselling notes;

By signing this document, you are agreeing to having your records kept for 5 years after the termination of therapy.

I agree to the above

Signed.....

Print name.....

Date.....