

**Our Privacy Policy**

**Introduction**

The Clinic aims to meet the requirements of the Data Protection Act 2018, the General Data Protection Regulation (GDPR], the guidelines on the Information Commissioner’s website as well as our professional guidelines and requirements.

The data controller is Julia Katsis and Joanna koussertari

This Privacy Notice is available on the clinics website at [www.jkaesthetics.co.uk](http://www.jkaesthetics.co.uk/) / at reception/ by email if you contact jkaesthetics1@outloo.com by calling 07710794043

You will be asked to provide personal information when joining the clinic. The purpose of us processing this data is to provide optimum health care to you.

The categories of data we process are:

* Personal data for the purposes of staff and self-employed team member management
* Personal data for the purposes of direct mail/email/text/ marketing
* Special category data including health records for the purposes of the delivery of health care
* Special category data including health records and details of criminal record checks for managing employees and contracted team members

We never pass your personal details to a third party unless we have a contract for them to process data on our behalf and will otherwise keep it confidential. We may have to use clients details to prescribe products either with Church Pharmacy([www.churchpharmacy.co.uk](http://www.churchpharmacy.co.uk/)) or Wigmore Pharmacy [www.wigmoremedical.com](http://www.wigmoremedical.com/)) or to refer a patient to another practitioner or to secondary care such as a hospital we will gain the individual’s permission **before** the referral is made and the personal data is shared.

**The Data We Hold**

We gather the following information about you:

Your name, title, nationality, home address, telephone number and email address In addition, we will hold the following other information

Your criteria for a suitable treatments including before and after photos that are only view by the client and practitioner. or otherwise signed consent from client for photos to be used in marketing or educational purposes.

Records of verbal or email conversations and meetings.

A record of the communications we have sent to you and any responses to such communications.

**Data Security and Storage**

We have appropriate procedures in place to protect personal data and information from loss, misuse, alteration or destruction.

Additionally, we aim to ensure that the access to your data is limited to those who need to access it. All our employees are required to maintain the confidentiality of such information.

**Your Right to Make Changes or to Ask Us to Stop Using Your Data**

You are always in control of your data and have the right to opt-out of any or all specific communication types at any point. To change your preferences, please contact us by email at jkaesthetics1@outlook.com

You also have the right to request copies of the data held about you. To do so please submit an email to: jkaesthetics1@outlook.com and we will gladly assist

**If You Have a Concern About How Your Data is Being Handled**

Please contact Julia Katsis or Joanna Koussertari, Director of JKaesthetics Limited, at and we will do our best to allay your concerns.

**Changes to The Privacy Statement**

In the interest of being transparent we may amend this Privacy Statement from time to time. Any significant changes to this Policy or to the way we treat your data will be communicated via our website.

**Further Information**

If you have any questions which you feel have not been answered by this privacy statement, please do not hesitate to contact:07710 794043