

Data Protection Notice

We are: Sleeping Dragon Acupuncture Ltd.

Our registered address is: 7a Old Cork Road, Midleton, Co Cork

We provide Acupuncture and Traditional Chinese Medicine (TCM) services.

This notice sets out the basis on which any personal data we collect from you, or from others, will be processed by us. Please read the following carefully to understand our practices regarding your personal data and how we will treat it.

For the purpose of the Data Protection Acts 1988 and 2003 (as amended) and from 25 May 2018, the General Data Protection Regulation (the GDPR), the data controller is: Pierce Hennessy

What personal information do we collect from you?

We may collect a range of personal information from you, depending on your circumstances and the services you require. You may give us personal data by:

- Corresponding with us by phone, email or otherwise. We ask you to disclose only as much information as is necessary to provide you with our services or to submit a question, suggestion or comment in relation to our services.
- Attending appointments with us. These appointments will include the provision of personal data by you, and data that is within the special category under the guidelines of the GDPR
- Visiting our website or social media channels, where applicable. If you wish to contact us using social media, please consult the privacy policy of the social media service provider for details on their privacy practices.

Why do we collect this information?

We collect the information in order to provide you with our services. We may use this information:

- To contact you to arrange appointments
- To provide information and to advise you generally
- To assess your circumstances & to recommend courses of action
- To keep you informed in relation to your health condition.

The legal bases for the processing of your data are:

- That you have provided consent for the processing for the provision of our services
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in us as the controller
- Processing is necessary for compliance with a legal obligation to which we are subject

From time to time, we may also collect sensitive or 'special category' data in the provision of our services. The legal basis for the processing of your special category data is:

- That you have provided consent for the processing for the provision of our services

Who do we share this information with?

We will only share your personal data with your prior consent.

However, we may disclose your personal information to third parties:

- If there is a risk of serious harm to you or to another person or to property
- If we are under a duty to disclose or share your information in order to comply with any legal obligation
- If we are required to give evidence in court
- To get legal advice or to defend a legal right
- In the event of a disclosure relating to child abuse

How long do we keep hold of your information?

The time periods for which we retain your information depends on the type of information and the purposes for which we use it. We will keep your information for no longer than is required or permitted.

- Where you have provided personal details requesting us to return a call to you regarding our services, we will only retain your information for this purpose. It will be deleted within one year, unless you become a client of this service.
- In the case of you becoming a client of the service, we will retain your information for seven years from your last visit in accordance with our insurance providers.

Do we transfer your information outside the European Union or EEA?

No.

What are your rights with respect to your personal data?

You have the following rights:

- The right to access the personal data we hold about you.
- The right to require us to rectify any inaccurate personal data about you without undue delay.
- The right to have us erase any personal data we hold about you in circumstances such as where it is no longer necessary for us to hold the personal data or, in some circumstances, if you have withdrawn your consent to the processing.
- The right to object to us processing personal data about you such as processing for profiling or direct marketing.
- The right to ask us to provide your personal data to you in a portable format or, where technically feasible, for us to port that personal data to another provider provided it does not result in a disclosure of personal data relating to other people.
- The right to request a restriction of the processing of your personal data.

Where our processing of your personal data is based on your consent to that processing, you have the right to withdraw that consent at any time but any processing that we have carried out before you withdrew your consent remains lawful.

You may exercise any of the above rights by contacting us. You may lodge a complaint with the supervisory authority in Ireland: the Data Protection Commissioner. The website is www.dataprotection.ie.

What will happen if we change our Data Protection Notice?

This notice may change from time to time, and any changes will be posted on the www.piercehennessy.com website and will be effective when posted.

How can you contact us?

Our data protection contact can be contacted at:

- the clinic located at 7a Old Cork Road, Midleton, Co Cork
- by telephone, (021) 461 3334
- through the website: www.peircehennessy.com