

WEBSITE PRIVACY NOTICE

This privacy policy explains how we use any personal information we collect about you when you use this website.

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What information do we collect about you?

We collect information when you voluntarily complete any form on this website. We use Web Server Logs to monitor, measure, analyse, improve and troubleshoot services.

Secure Forms

Secure forms within the site are used to allow Patients to:

- Change Of Details

Information submitted through secure forms is used only for the purposes of processing your request. We may be in touch with you in relation to the information submitted.

All Information submitted through secure forms is secured with a private key known only to the GP practice and is accessed over a secure connection by nominated Practice staff. Our practice has a strict confidentiality policy.

This information is not shared with any third party organisations.

This information is retained for up to **28 days**.

Server Logs

The Web Server hosting our Practice Website automatically collects audit logs of Website usage. These logs include the IP addresses of Website users. Web Server Logs are used to monitor, measure, analyse, improve, and troubleshoot services only. They are not published and are used solely to maintain service quality.

This information is not shared with any external third party organisations.

This information is retained for up to **6 months**.

Access To Your Information and Correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please contact us.

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

In order to comply with your request we will ask you to verify your identity.

HTTPS

The Practice Website is https-secured, which means communication between the user's web browser and the server hosting the website is encrypted and cannot be intercepted en-route. It also means a padlock icon is visible in the browser address bar.

Cookies

Our website '[Usage of Cookies](#)' page contains information about the cookies used by our website. This page also provides details of how to block cookies if required.

Other websites

Our website contains links to other websites. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies.

The Practice Website directs patients out to a third-party secure website service for appointments, request repeat prescriptions and viewing some parts of their medical records.

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page. This privacy policy was last updated on **24 May 2018**.

How To Contact Us

Please use our '[Contact Us](#)' page if you have any questions about our privacy policy or information we hold about you.