

Privacy Notice

Psychological Assessment Services

Last updated: 23.01.2026

1. Who I am

Name: Dr Elizabeth Samuel

Profession: [Clinical / Practitioner Psychologist]

Qualifications & Registration: DClinPsy, HCPC: PYL32565

Contact email: drelizabethkent@gmail.com

For the purposes of data protection law, I am the **Data Controller** for all personal data processed as part of my independent psychological assessment work.

2. What information I collect

I collect and process personal and special category data necessary to provide psychological assessment services. This may include:

- Contact details (name, email address, date of birth)
 - Referral information from healthcare professionals
 - Clinical information shared during the assessment
 - Questionnaire responses and assessment materials
 - Notes, formulations, and written reports
 - Correspondence relating to the assessment
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3. Why I collect this information

Your information is collected and used for the purposes of:

- Conducting a psychological assessment related to bariatric surgery
 - Formulating an independent clinical opinion
 - Producing a written assessment report
 - Communicating with the referrer (e.g. surgeon / MDT), with your consent
 - Meeting professional, legal, and regulatory obligations
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4. Lawful basis for processing

Under UK GDPR, the lawful bases for processing your data are:

- **Article 6(1)(b):** Performance of a contract (providing the assessment service)
 - **Article 6(1)(c):** Legal and regulatory obligations
 - **Article 9(2)(h):** Processing of special category data for healthcare purposes by a regulated professional
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5. How your information is stored

Your information is stored securely using:

- Encrypted devices (e.g. password-protected and encrypted laptop)
- Secure cloud-based storage systems
- Secure professional email systems

Paper records are avoided wherever possible. No data is stored on portable or unencrypted devices.

6. Remote working

Assessments are typically conducted remotely via secure video platforms. Reports and correspondence are shared securely, and documents are password-protected where appropriate.

Reasonable steps are taken to ensure confidentiality and data security during remote consultations.

7. Who your information is shared with

Your information may be shared with:

- The referring clinician or surgical team, where relevant and with your consent
- Regulatory or legal bodies if required by law

Your information is **never sold or shared for marketing purposes**.

8. How long your information is kept

Clinical records are retained in line with professional guidance, typically for a **minimum of 7 years** following the end of contact (or longer where legally required).

After this period, records are securely deleted or destroyed.

9. Your rights

You have the right to:

- Access the personal data held about you
- Request correction of inaccurate information
- Request restriction of processing in certain circumstances
- Request erasure of data where appropriate
- Raise a concern about how your data is handled

Please note that some rights may be limited where data must be retained for legal or professional reasons.

10. Concerns or complaints

If you have concerns about how your data is handled, please contact me in the first instance.

You also have the right to raise a complaint with the **Information Commissioner's Office (ICO)**:

Website: www.ico.org.uk

Helpline: 0303 123 1113

11. Updates to this notice

This privacy notice may be updated periodically to reflect changes in practice or legal requirements. The most recent version will always be made available on request.
