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## Privacy policy

### Initial information form for inclusion in the waiting list

The **controller** under data protection legislation is MVZ Psychotherapie Dr. Christoph Abel & Pamela Abel, Venloer Str. 53, 50672 Cologne.

You will find more information on our website:

<https://www.psychotherapeuten-abel.de/>

You can contact our **data protection officer** by calling +49 (0)221 – 20472742 or by emailing [datenschutz@mt-security.de](mailto:datenschutz@mt-security.de).

We process the data you provide us with in this initial information form for the **purpose** of including you in the waiting list so we can arrange a place on a treatment programme. **Data** that you provide us with using this initial information form will be processed exclusively for this purpose.

This data processing operation is based in principle on the following **legal basis**:

- Art. 6 (1) (a), (b), (c) and (f) of the GDPR
- Art. 9 (2) (a) (f) and (h) of the GDPR and Section 22 of the German Federal Data Protection Act

Insofar as the processing is based on Art. 6 (1) (f) / Art. 9 (2) (f), we have a **legitimate interest** in being able to defend ourselves against legal claims. **Disclosure** of this data to third parties is not intended and, in principle, only takes place with your agreement and consent. In principle, data is only **transferred** within Germany – there is no provision for such transfer outside of Europe. If you have any further **questions or complaints** about our data processing operations, please don't hesitate to contact us by emailing [datenschutz@mt-security.de](mailto:datenschutz@mt-security.de).

#### How long will this data be stored for?

If you are on our waiting list but do not return this form, we will delete your data after 12 months at the latest. If you return this questionnaire to us, but do not attend an initial consultation within 6 months, we will destroy this questionnaire. If an initial consultation does take place, then this data part of your patient file will be kept for 10 years following completion of the treatment according to Section 630f (3) of the German Civil Code (German Patients' Rights Act).

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#### Declaration of consent:

By signing this form, I declare that I have given my consent to the processing of my health data in this initial information form, in the context of inclusion on the waiting list. I am aware that I can withdraw this consent at any time with effect for the future.

Place and date: \_\_\_\_\_

\_\_\_\_\_  
Name of patient or legal representative

\_\_\_\_\_  
Signature

## **Your rights as a 'data subject'**

The rights of data subjects describe the rights that you have according to Art. 12 et seq. of the GDPR.

### Right of access:

You have the right to obtain information about whether we process personal data about you.

### Right to rectification:

You have the right to have inaccurate personal data concerning you rectified.

### Right to restriction of processing:

Under certain circumstances, you have the right to request that we restrict processing of your personal data.

### Right to erasure:

You have the right to request that we erase your personal data immediately. Erasure does not need to take place if processing is carried out to exercise the right to freedom of expression, if the data is necessary for compliance with legal obligations, if there is a public interest in data processing in the field of public health, if data is processed for archiving purposes or for historical and scientific research purposes, or if data processing is necessary to defend legal claims.

### Right to objection:

You have the right, at any time, to object to processing of personal data concerning you.

### Right to data portability:

You have the right to receive personal data about you that is processed in the context of the defined purpose in a structured, commonly used and machine-readable format. We can also directly disclose this data to another controller on request.

### Right of revocation:

If personal data processing is based on your consent, you can revoke this consent at any time. Revocation of consent applies to future data processing operations. Processing operations that have already been carried out shall not be affected by the withdrawal.

### Right to lodge a complaint with a supervisory authority:

You have the right to lodge complaints regarding our personal data processing operations with a data protection supervisory authority.