



# Privacy policy

Dear patient,

*the protection of your personal data is important to us. According to the EU General Data Protection Regulation (GDPR), we are obliged to inform you about the purpose for which we collect, store or forward personal data. We would also like to inform you about your rights with regard to data protection.*

*Please note: The English translation of the privacy policy is for your convenience only. In cases of doubt only the official German version of this document is legally binding.*

## RESPONSIBILITY FOR DATA PROCESSING

Responsible for the data processing is: Private Universität Witten/Herdecke gGmbH, Universitätsambulanz für Integrative Gesundheitsversorgung und Naturheilkunde, Alfred-Herrhausen-Straße 44, 58455 Witten, Phone 02302 926-38001, E-Mail [info@uniambulanz-witten.de](mailto:info@uniambulanz-witten.de).

You can reach the responsible data protection officer at: Data protection officer, Private Universität Witten/Herdecke gGmbH, Alfred-Herrhausen-Straße 50, 58448 Witten, Phone 02302 926-722, E-Mail [datenschutz@uni-wh.de](mailto:datenschutz@uni-wh.de).

## LEGAL BASIS

The legal basis for the processing of your data is Article 9 Paragraph 2 Letter h) GDPR in conjunction with Article 22 Paragraph 1 Number 1 Letter b) of the Federal Data Protection Act. If you have any questions, please feel free to contact us.

## PURPOSES OF DATA PROCESSING

### a) Medical treatment

Data processing is based on legal requirements in order to fulfill the medical treatment contract between you and your doctor and the associated obligations. For this purpose we process your personal data, in particular your health data. This includes anamnesis, diagnoses, therapy suggestions and findings that we or other doctors collect. For these purposes, other doctors or psychotherapists who are treating you can also provide us with data (e.g. in doctor's letters).

The collection of health data is a prerequisite for your treatment.

If the necessary information is not provided, careful treatment cannot take place.

### b) Research and teaching

As a university institution, we use treatment data for teaching and research purposes. We use your personal data for this, in particular health data, such as e.g. B. Anamnesis, diagnoses, therapy suggestions, findings, X-rays and doctor's letters, as well as, if necessary, image, audio and video material for teaching activities. We use your personal data for research activities and evaluate them anonymously and not traceable back to you as part of the evaluation of our treatment results.

The aim of this research is to continuously improve health and patient satisfaction and to reduce the costs involved. As part of your treatment in the university outpatient clinic, patient surveys are therefore carried out regularly (e.g. for internal quality management and to evaluate the health promotion courses). For teaching and research purposes, your survey data can be linked to your treatment data using a pseudonymization process.

## RECIPIENTS OF YOUR DATA

### a) Medical treatment

We only transfer your personal data to third parties if this is permitted by law and you have given your consent. Recipients of your personal data can be other doctors / psychotherapists, associations of statutory health insurance physicians, health insurance companies, the medical service of health insurance, medical associations and private medical clearing houses.

The transmission takes place mainly for the purpose of billing the services provided to you, to clarify medical questions and questions arising from your insurance relationship. In individual cases, data is transmitted to other authorized recipients.

### b) Research and teaching

Recipients of your pseudonymised data can be other doctors, psychotherapists, associations of statutory health insurance physicians, health insurance companies, the medical service of health insurance, medical associations, private medical clearing houses, debt collection service providers, histological laboratories as well as scientific employees, students or doctoral candidates.

We only transfer your personal data to third parties if this is permitted by law and you have given your consent.

### STORAGE OF YOUR DATA

#### a) Medical treatment

We only keep your personal data for as long as is necessary to carry out the treatment. Due to legal requirements, we are obliged to keep this data for at least 10 years after completion of the treatment. According to other regulations, there may be longer retention periods, for example 30 years for X-ray recordings according to Section 28 Paragraph 3 of the X-ray Ordinance.

#### b) Research and teaching

Medical treatment data can be kept anonymous and not traceable to the patient for longer in the context of evaluating our treatment results and in the context of teaching and research projects.

### YOUR RIGHTS

You have the right to obtain information about the personal data concerning you. You can also request the correction of incorrect data. In addition, under certain conditions, you have the right to have data deleted, the right to restrict data processing and the right to data portability.

Your data is processed on the basis of legal regulations. We only need your consent in exceptional cases. In these cases you have the right to revoke your consent for future processing.

You also have the right to complain to the competent supervisory authority for data protection if you believe that your personal data is not being processed lawfully.

The address of the supervisory authority responsible for us is: Landesbeauftragte für Datenschutz und Informationsfreiheit Nordrhein-Westfalen, Postfach 20 04 44, 40102 Düsseldorf. Phone: 0211 38424-0, E-Mail: [poststelle@ldi.nrw.de](mailto:poststelle@ldi.nrw.de).

### CONSENT TO DATA PROCESSING

I hereby agree that my personal data for the above purposes are stored and processed.

.....  
Place, date

.....  
Signature of patient or legal representative

.....  
If applicable: first and last name of legal representative (capital letters)