

## **Privacy Statement - Sielkundig**

Psychology practice Sielkundig, registered with the Chamber of Commerce under number 88766934, is located at Walstraat 21, 8011NR in Zwolle. Sielkundig is part of Mulder & Kohl B.V. Contact details are: [eugenie.mulder@gmail.com](mailto:eugenie.mulder@gmail.com) and phone number 0615844083.

The protection of your personal data is very important to me, Eugenie Mulder-Kohl. Personal data refers to any information that relates to a person directly or can be traced back to that person. In this statement, I will inform you about how I handle the personal data you provide.

Below is a description of the purpose and legal basis for processing the data you provide, which data will be stored, to whom the data may or may not be disclosed, in what form, the retention period applied, and what rights you have in this area.

I comply with applicable laws and regulations at all times, including the General Data Protection Regulation (GDPR).

### **1. Application**

This privacy statement applies to the following categories of natural persons whose data is processed by the practice:

- (Potential) clients;
- Visitors of Sielkundig;
- Visitors of [www.sielkundig.nl](http://www.sielkundig.nl);
- Participants in (interview/supervision/coaching) meetings of the practice;
- All other persons with whom the practice comes into contact or processes personal data.

### **2. Personal Data Processed**

The following personal data are processed:

- Personal details: name, address, phone number, email address
- Health data: information about your health, such as diagnoses, treatments, and therapies in the context of psychological care
- Payment details: information needed for administrative handling of payments (e.g., bank account number)
- Referral details: if applicable, referrals from general practitioners or other healthcare providers

### **3. Purposes of Data Processing**

I use your personal data for the following purposes:

- Providing psychological care and treatment
- For medical and care-related purposes
- Keeping your records for administrative purposes
- Handling payments
- Providing information about your treatment if necessary
- Complying with legal obligations, such as maintaining a treatment and care record

### **4. Legal Bases for Processing**

I process your personal data based on the following legal bases:

- Execution of a contract: The processing of your data is necessary for the execution of the treatment agreement I enter into with you.
- Legal obligation: Maintaining medical records is legally required. These and the above bases relate to the Dutch Medical Treatment Agreement Act (WGBO).
- Consent: In some cases, I explicitly request your consent for processing specific data (e.g., for providing data to third parties).
- The practice is administratively supported by an accounting office affiliated with the Royal Netherlands Institute of Chartered Accountants (NBA) and registered tax advisors (RB). A processing agreement has been concluded with this office that complies with the requirements of the General Data Protection Regulation (GDPR).

### **5. Retention Period**

Personal data is not kept longer than necessary. Storing personal data for a certain period may be necessary to perform tasks properly and/or comply with legal obligations. Data is kept for the duration of the treatment and then for the mandatory retention period of 20 years. This period is determined by the Dutch Medical Treatment Agreement Act (WGBO).

### **6. Sharing Personal Data**

The practice only shares your personal data with third parties when this is necessary for the treatment or to comply with legal obligations. This may include:

- Other healthcare providers, but only with your consent (except when legal obligations require this).
- Administrative staff for billing purposes

## **7. Security of Personal Data**

The practice has taken appropriate technical and organizational measures to secure the processing of personal data, considering the potential risks and legal obligations. An electronic patient record system (EPD) called MijndiaD is used. For more information about this system, you can visit [www.mijndiad.nl](http://www.mijndiad.nl).

## **8. Your Rights**

You have the right to:

- Access the personal data we process about you
- Request rectification or deletion of your data
- Request limitation of processing
- Object to the processing of your personal data
- Request the portability of your data to another healthcare provider
- Withdraw your consent if the processing is based on consent

To exercise these rights, you can contact us at [eugenie.mulder@gmail.com](mailto:eugenie.mulder@gmail.com). We will process your requests within the legally established timeframes.

## **9. Providing Information to Third Parties**

All data you provide is subject to the professional confidentiality of psychologists, and the practice follows the professional code of the Dutch Institute of Psychologists (NIP). Before any information is shared with third parties, your consent is required. If third parties wish to request information, you must always sign a consent declaration or give written consent via email.

If one or more invoices are not paid, the claim will be transferred to a law firm specializing in debt collection. When personal data is provided for debt collection, the practice relies on legitimate interest. Only the minimal necessary data will be provided to the collection agency.

## **10. Complaints**

If you believe that I am processing your personal data in violation of the law, you have the right to file a complaint with the Dutch Data Protection Authority (Autoriteit Persoonsgegevens, AP).

## **11. Changes to this Privacy Statement**

I reserve the right to adjust this privacy statement. I recommend that you consult this statement regularly to stay informed of any changes.

This privacy statement was last modified on: 04-02-2025