Privacy Policy

Mary Rigal and Associates are strongly committed to protecting your privacy while interacting with our content and services.

The purpose of this Privacy Policy is to tell you what kind of information we may hold about you, how we may use that information, whether we disclose it to anyone, and the choices you have regarding our use of, and your ability to correct this information. Our policy allows you to choose what kind and how much information you provide to us and to control how we use whatever information you give us. Our goal is to provide you with a beneficial experience while allowing you to control your privacy and to give you a means to voice any questions or concerns you may have. This policy applies only to Mary Rigal and Associates.

Collection of Information

Information is collected from you primarily to make it easier and more beneficial for you to use our services. Depending on the service you are accessing, you could be asked to provide information such as your name, telephone number, e-mail address and other contact details. It is entirely your choice whether to respond to these questions or not, but may mean you do not receive the full benefit of that service.

Mary Rigal and Associates collects several types of information. The first type is anonymous information. For instance, we may collect information to tell us that five thousand people visit our website today, but we do not know their names, where they live or their date of birth - they are 'anonymous' to us. Most of the individuals who access our site are anonymous to us until they make contact via the enquiry form.

Once you attend our practice we ask you to fill in a medical form which includes your address, telephone number and your signature for consent for treatment. This personal and medical data needs to be kept for 8 years, and is stored on paper in locked cabinets. The only time any of us will share this information is with other medical practitioners (eg. General Practitioner) if and only if you give us your consent.

Data such as your name and telephone number may be stored on our diary system which can only be accessed by our staff and there is a security code on the system.

Finally, if you have emailed the practice, we do have your email address stored on our computer system, which is only accessible by Mary Rigal and Associates staff, and is protected by a security code.

Use of Anonymous Information

Mary Rigal and Associates automatically gathers anonymous information to monitor the use of our web site. We only use such data in the aggregate. This collective data helps us determine how much parts of the site are visited, to help guide us in improving our website to ensure that it is kept as up to date as possible. Mary Rigal and Associates do not publish or provide this aggregate data to other people.

Use of Personal Information

Mary Rigal and Associates will only use the personal information you have chosen to provide us for the purpose for which you provided it. Mary Rigal and Associates will not use it for any other purpose without your consent.

Cookies

Cookies are used on most websites to store data preferences about visitors. For more information about cookies, including how to disable them, which may prevent you from accessing some information, take a look at [www.allaboutcookies.org](http://www.allaboutcookies.org) . Mary Rigal & Associates website is hosted by WIX, whose separate privacy policy can be viewed here: <https://www.wix.com/about/privacy>

Disclosure

There will be occasions where it will be necessary for Mary Rigal and Associates to disclose your personal information to third parties. Mary Rigal and Associates may be required by law to disclose the information, or Mary Rigal and Associates may be required to disclose your personal information to third parties to provide the service you have requested. However, the disclosure will only be made where it is necessary to fulfil the purpose for which you disclosed your personal information. Otherwise than stated above, we do not disclose personal information that you may give us, such as your name, address, e-mail address or telephone number, to any organisation or person outside Mary Rigal and Associates unless you have authorised us to do so.

No sale of Personal Information

Under no circumstances will Mary Rigal and Associates sell or receive payment for licensing or disclosing your personal information.

Access and Correction: Personal Data

If Mary Rigal and Associates holds your personal information we will, where possible provide you with access to the information. You may request this information from Mary Rigal and Associates by contacting us on 0208 390 6456. We will take reasonable steps to correct the information so that it is accurate, complete and up to date.