

## **1. INTRODUCTION**

This privacy notice provides you with details of how Jeanette Taylor will collect and process your personal data through your use of Her website ([www.medicalherbalistskye.com](http://www.medicalherbalistskye.com)), email ([medicalherbalistskye@yahoo.com](mailto:medicalherbalistskye@yahoo.com)) or through the consultation process.

By providing Jeanette Taylor with your data, you confirm that you are over 16 years of age or the legal guardian of an individual under 16 years old.

Jeanette Taylor is the data controller and is responsible for your personal data. Also referred to in this document as She or Her.

## **2. CONTACT DETAILS**

If you are not happy with any aspect of how Jeanette Taylor collects and uses your data, you have the right to complain to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues ([www.ico.org.uk](http://www.ico.org.uk)).

Jeanette Taylor would be grateful if you would contact Her first if you do have a complaint so that she can try to resolve it for you.

Jeanette Taylor  
Email address: [medicalherbalistskye@yahoo.com](mailto:medicalherbalistskye@yahoo.com)  
Telephone number: 07485 125 142

It is very important that the information Jeanette Taylor holds about you is accurate and up to date. Please let Her know if at any time your personal information changes by emailing Her at [medicalherbalistskye@yahoo.com](mailto:medicalherbalistskye@yahoo.com)

## **3. WHAT DATA DOES JEANETTE TAYLOR COLLECT ABOUT YOU**

Personal data means any information capable of identifying an individual. It does not include anonymised data.

Jeanette Taylor may process certain types of personal data about you as follows:

- Identity Data may include your first name, maiden name, last name, username, marital status, title, date of birth and gender.
- Contact Data may include your billing address, delivery address, email address and telephone numbers.
- Financial Data may include your bank account and payment card details.
- Transaction Data may include details about payments between us and other details of purchases made by you.

## **4. SENSITIVE DATA**

Jeanette Taylor will not collect any Sensitive Data about you. Sensitive data refers to data that includes details about your race or ethnicity, religious or philosophical beliefs, sexual orientation, political opinions, trade union membership.

Where Jeanette Taylor is required to collect personal data by law, or under the terms of the contract between you and Her, if you do not provide Her with that data when requested, She may not be able to perform the contract (for example undertake a consultation). If you do not provide Her with the requested data, She may have to cancel a service you have ordered but if She does, She will notify you at the time.

## **5. HOW JEANETTE TAYLOR COLLECTS YOUR PERSONAL DATA**

Jeanette Taylor can collect data about you through direct interactions: you may provide data by filling in forms on the website (or otherwise) or by communicating with Her by post, phone, email or otherwise.

## **6. HOW JEANETTE TAYLOR USES YOUR PERSONAL DATA**

Jeanette Taylor will only use your personal data when legally permitted. The most common uses of your personal data are:

- Where we need to perform the contract between us.
- Where it is necessary for Her legitimate interests or those of a third party such as a your General Practitioner and your interests and fundamental rights do not override those interests.
- Where She needs to comply with a legal or regulatory obligation.

Generally, She does not rely on consent as a legal ground for processing your personal data, other than in relation to sending marketing communications to you. You have the right to withdraw consent to marketing at any time by emailing Jeanette Taylor at [medicalherbalistskye@yahoo.com](mailto:medicalherbalistskye@yahoo.com).

## **7. PURPOSES FOR PROCESSING YOUR PERSONAL DATA**

Jeanette Taylor may use your personal data for the following purposes:

- To manage your requests when you interact with Her.
- Where we need to perform the contract between us.
- Where it is necessary for Her legitimate interests and your interests and fundamental rights do not override those interests.
- Where She needs to comply with a legal or regulatory obligation

She may process your personal data for more than one lawful ground, depending on the specific purpose for which She is using your data. Please email Jeanette Taylor at [medicalherbalistskye@yahoo.com](mailto:medicalherbalistskye@yahoo.com) if you need details about the specific legal ground for processing your personal data.

## **8. CHANGE OF PURPOSE**

Jeanette Taylor will only use your personal data for the purposes for which She collected it, unless She reasonably considers that She needs to use it for another reason and that reason is compatible with the original purpose.

If She needs to use your personal data for a purpose unrelated to the purpose for which She collected the data, She will notify you and will explain the legal ground of processing, before the personal data is used.

She may process your personal data without your knowledge or consent where this is required or permitted by law.

## **9. DISCLOSURES OF YOUR PERSONAL DATA**

Jeanette Taylor may have to share your personal data with the parties set out below for the purposes set out in paragraphs 6 and 7 above.

## **10. DATA SECURITY**

Jeanette Taylor has put in place appropriate security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. In addition, She limits access to your personal data to other third parties who have a business need to know such data. They will only process your personal data on Her instructions and they are subject to a duty of confidentiality.

Jeanette Taylor has put in place procedures to deal with any suspected personal data breach and will notify you and any applicable regulator of a breach where She is legally required to do so.

## **11. DATA RETENTION**

Jeanette Taylor will only retain your personal data for as long as necessary to fulfil the purposes She collected it for.

To determine the appropriate retention period for personal data, She has considered the amount, nature, and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which She processes your personal data and whether She can achieve those purposes through other means, and the applicable legal requirements.

By law Jeanette Taylor has to keep basic information about Her customers (including Contact, Identity, Financial and Transaction Data) for six years after they cease being customers for tax purposes.

In some circumstances you can ask Jeanette Taylor to delete your data: see below for further information.

## **12. YOUR LEGAL RIGHTS**

Under certain circumstances, you have rights under data protection laws in relation to your personal data. These include the right to:

- Request access to your personal data.
- Request correction of your personal data.
- Request erasure of your personal data.
- Object to processing of your personal data.
- Request restriction of processing your personal data.
- Request transfer of your personal data.
- Right to withdraw consent.

You can see more about these rights at:

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

If you wish to exercise any of the rights set out above, please email Jeanette Taylor at [medicalherbalistskye@yahoo.com](mailto:medicalherbalistskye@yahoo.com)

You will not have to pay a fee to access your personal data (or to exercise any of the other rights). However, Jeanette Taylor may charge a reasonable fee if your request is clearly unfounded, repetitive or excessive. Alternatively, She may refuse to comply with your request in these circumstances.

Jeanette Taylor may need to request specific information from you to help Her confirm your identity and ensure your right to access your personal data (or to exercise any of your other rights). This is a security measure to ensure that personal data is not disclosed to any person who has no right to receive it. She may also contact you to ask you for further information in relation to your request to speed up Her response.