



Specialist Workshop General Data Protection Regulations (GDPR) for Therapy Professionals

Presented by Ian Batty, GDPR Consultant

Friday January 26th 2018

Hosted by Clerkin Psychology Services Ltd.,
Red Hill House, Hope Street, Chester, CH4 8BU

As a therapist working in private practice, you hold important identifying information about your clients. But do you understand what you are meant to do to protect that data? Or how long you need to keep it, once you finish with a client. What about if a client wants to know what data you hold about them? Or what do you do to ensure that it is securely stored? Were you even aware that you should be registered with the Information Commissioner's Office (ICO)?

From 25 May 2018, your business **MUST** comply with the **General Data Protection Regulations (GDPR)** – tough new laws on data - that give consumers more rights over what you can do with information you hold about them and sets strict rules about how you manage and store their data. *You* are responsible for this data, so it makes sense that you know what you should be doing with it and have measures in place ahead of this date to ensure that you are fully compliant with the law, doesn't it?

To help in this, we have invited **Ian Batty**, an experienced GDPR Consultant, to run his workshop on the GDPR to answer your questions on just what is involved, the steps you need to put in place and what more you need to do going forward to ensure your practice meets the requirements of the Information Commissioner's Office on Data Protection.

We are running **two sessions** of Ian's interactive 3-hour workshop, beginning at either **10 am or 2 pm on Friday January 26th 2018**. **The workshop costs £100.00 per person**, and your fee covers the workshop, all takeaways from the workshop and refreshments. The workshop will be presented at Red Hill House, Hope Street, Chester. Please indicate whether you are applying for either the morning or the afternoon session when you confirm your booking. Places are limited, so do book your seat as soon as possible to avoid disappointment. This is an investment in your business' legal compliance and your clients' security; you *know* it makes sense.

Workshop Agenda

9.30 / 1.30
10.00 / 2.00
10.15 / 2.15

Registration / Coffee / Pastries
Welcome and introductions
Introduction to GDPR

- What is GDPR?
- How does it affect you?
- Who are data controllers and processors?
- Why is it important to comply?
- Benefits of implementing GDPR
- What happens if you don't comply?

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Company Registration No: 6062153

- Understanding personal data
- What is personal information/sensitive information?
- Individuals rights under GDPR
- Legal reasons for keeping data, keeping it up to date and accurate
- Identify your data categories

11.00 / 3.00

Coffee / Pastries

- Legal reasons for collecting data
- Requirements for consent
- Identify your business purposes
- Storage of data
- Identifying your information assets
- Storage (paper and electronic)

11.30 / 3.30

What's next?

- Data protection and privacy policy
- Creating a data retention schedule
- Retention and disposal
- Subject access requests
- Data subject notifications
- What you need to tell your clients and employees
- Correcting and deleting data
- Keeping your clients' data secure
- Data breach procedure
- ICO registration
- Data Protection Officer role – who needs them?

12.30 / 4.30

GDPR Question Time

- Written briefing: Tailored information for attendees
- Specific reasons for collecting and retaining data for those connected with health education
- Expectations of professional bodies
- Data and children
- Data and education
- Data and health
- Interplay between contract law and GDPR (SLAs and other contracts e.g. with parents)

1.00 / 5.00

End

Presenter Bio: Ian Batty is formally GDPR Certified (January 2017). He has advised organisations on data for more than 25 years. He has provided senior data architecture counsel for a range of household names, from Shell, to Waitrose, TV Licensing and Co-op Insurance as well as schools, sole practitioners and smaller organisations. He brings an in-depth understanding of data and information architecture to his GDPR consultancy, offering a pragmatic approach, balancing long-term aims and legal compliance with short-term requirements and practical delivery of usable solutions. GDPR SME provides specialist consultancy and training for small and medium-sized organisations and independent sole practitioners, such as clinical and educational psychologists.

Workshop organised by Clerkin Psychology Services Ltd / 01244 677010 / www.clerkinpsychology.co.uk

To Book

General Data Protection Regulations (GDPR) for Therapy Professionals Workshop:

Please contact Ailsa at Clerkin Psychology Services Ltd to reserve your place.

By Email: ailsa@clerkinpsychology.co.uk

By Phone: 01244 677010

Details required for booking:

Workshop Requested: **MORNING Session / AFTERNOON Session**

Name: _____

Company: _____

Address:
(for billing) _____

Email: _____

Mobile: _____

Once you have provisionally booked your place with Ailsa, you will be issued an invoice, electronically to your email address, for the **Workshop Fee of £100.00**. This will include a "Pay with Stripe" button that will enable you to click on this and make a payment using your Credit or Debit Card. Alternatively, you can make a payment over the phone using your Credit or Debit Card. **Your place is not secured until full payment has been confirmed.**

Cancellations are accepted up to two weeks ahead of the workshop date. Cancellations prior to this cut-off point will incur a charge of £25 to cover administration costs.

Cancellations within two weeks of the scheduled workshop will not be refunded, but we are happy to accept a nominated replacement attendee at your request.