

## Privacy policy (DSE)

Version from 31.08.23

I, Marlise Bühler

from the space for kinesiology, massage, sound  
Mettenwilstrasse 1,  
CH-6023 Sempach-Station

hereby confirm that I comply with the following rules in accordance with the Data Protection Act and Data Protection Ordinance.

The purpose of this privacy policy is to inform you, as my client, about my handling of your personal and sensitive data collected in my practice.

Only such data will be processed that is related to the therapeutic treatment or that is or that are relevant for information about any offers. These are exclusively data that I have recorded with your consent, that you have sent to me or which can be found in publicly accessible directories (telephone directory, etc.).

This may include general personal data (name, address, telephone number, etc.), information about your health/the course of your illness, diagnoses that have already been made and, if applicable, other data which you have transmitted to us as a result of the treatment (patient files).

This data is collected, stored and processed exclusively in your patient dossier, or in the dossier required for administration, in particular in the dossier required for the app required for invoicing in accordance with tariff 590. In these two storage locations all processing steps carried out on your data, including the persons responsible, can be traced.

Your data or parts thereof will only be made accessible to other persons or institutions (insurers etc.) with your explicit consent. The following are exceptions; judicial orders or the enforcement of justified claims by the practice.

Insofar as your data is physically collected and processed, it will be stored in a lockable storage unit, room or cabinet that is not accessible to unauthorized third parties. Electronically data collected electronically is stored securely (firewall, password, etc.).

Unless otherwise stipulated by cantonal or other legal regulations, your data collected by me will be deleted twenty years after your last consultation in our practice. Written communication between my practice and you takes place by e-mail. Either with a standard encryption program or - with your written consent - unencrypted.

As a current or former client, you can request a duplicate of all your data collected by me at any time. Only physically existing data will be scanned for this purpose and sent to you as a PDF or in paper form. The data will generally be handed over to you free of charge and within a maximum of 30 days. If you have any questions regarding your personal data and the exercise of your rights, please contact your therapist responsible for you, Marlise Bühler.

Marlise Bühler

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