

Privacy Notice - Children

We are Dentalcare Group. We are a business that owns and runs dental practices and our head office address is: Melville Building East, Royal William Yard, Plymouth, PL1 3RP.

If you have any questions about this document, or the way in which we handle your personal information you can call the Head Office on:

Tel: 01753 740720

Email: info@dentalcaregroup.co.uk

Data Protection Officer: JFH LAW, No 5, 102 Camley Street, Kings Cross, London N1C 4PF

Tel: 0207 388 1658

Email: info@jfhlaw.co.uk

When you make an appointment, or visit the practice to see a dentist or hygienist, we will keep a record of your name, address, date of birth, details about your family (for example your parent's name and contact details) and details of any health problems you may have. We also keep a record of the dental treatment you have with us.

All of this information is kept securely and safely at the practice, a copy is also kept at our head office. Your personal information is kept confidentially and securely.

We use your personal information so we can give you the best dental care and for sending reminders about appointments or treatments to you.

We will only give your personal information to another dentist, doctor or hospital if you have a problem that needs their special skills and you need to go and see them. We will talk to you, your parent or guardian about this before we do it. We will not give your information to anyone else unless the law allows us to or we have to provide it for legal reasons.

If you stop coming to our practice, we will stop using your information. We have to keep a copy of it until you are 25 years old. But during this time, we will continue to keep it secure and confidential. We will not allow anyone else to access it without your agreement, or unless we are required to by law. When you are 25 we will review the information we hold about you and delete it, unless there is a good reason not to.

If you want to know what information we hold about you, please ask us. We have to tell you what information we have, and we have to respond to any request you make to see the information within 1 month of you asking.

If you want us to send any information to another dentist or doctor, let us know who they are and we will transfer the information to them, or give you a copy.

You can ask us to stop using your personal information to send letters or contact you in other ways if you are no longer a patient at the practice.

When you reach 18 years of age the Privacy Notice about how we process your personal information will change to the adult version.

If you think we have used information we hold about you inappropriately, you can either complain to us, or to the Information Commissioner's Office. You can call them on 0303 123 1113.

This privacy notice was last updated on 7 July 2023.