

Privacy Policy

Updated: 8th May 2026

As a private practitioner, I am registered with the Information Commissioner's Office and I abide by the General Data Protection Regulation (GDPR). This means that I need to tell you what personal data I am collecting from you and how I process it. Please see the details outlined below.

What Personal Data I Collect

I record as little personal information about you as possible. Your personal data collected includes:

- Name, date of birth, address, phone number, email address.
- Dates of contacts, appointments and attendances.
- Initial consultation information, including life events, family and medical history, etc.
- Brief session summary.
- Contact details of your next of kin and professionals responsible for your welfare (GP, Social Worker, etc.).

Why Your Data Is Collected and Processed

- To establish a clear understanding of your life circumstances, views, interests and needs.
- To provide you with the most effective service possible.
- To protect you from any harm.
- To meet legal obligations.

How Your Data Is Collected

- From the referral: by telephone, email, letter, etc.
- From the initial consultation.
- From each therapy session.
- Artwork created in the sessions.
- Correspondence between sessions, through telephone and email.

How Your Data Is Stored

Any written data and digital images of therapy artwork are stored securely in an encrypted electronic format in a password-protected system. The data will be retained in a separate, encrypted, password-protected system for 7 years after the completion of therapy. Between therapy sessions, my preference is for communication via email. I do not store telephone numbers on my phone.

Artwork: Artwork created in in-person therapy is stored safely in the art therapy studio. At the end of your course of art therapy, you will decide what to do with your artwork. If disposal is your choice, I will follow your instruction to dispose of it confidentially. Any digital images will be deleted from the system.

Online Appointments: If we see each other online, I use Zoom as a secure platform for video calls. You can read [Zoom's GDPR policy here](#). Our meeting link will not contain any identifiable information. You do not need to have an account to join the Zoom meeting.

Data Sharing

Art therapy sessions are confidential. The only place I might talk about your sessions is within my own confidential clinical supervision. I will not reveal your full name or any other details that may identify you.

In exceptional circumstances, where there are serious acts of harm to self and others, in criminal cases, or if I am summoned to appear before a Court of Law, it may not be possible to maintain confidentiality. It should be stressed, however, that this is unusual, and in all cases you will be consulted and kept informed.

I (Aisling Fegan) have appointed a trusted, HCPC registered art psychotherapist as my Clinical Trustee. In the case of my incapacity or death, they will contact you by email to inform you that I am unable to work. They will have access to your first name and email only — not any other information related to your therapy. ****Currently I do not have a Clinical Trustee in place (May 2026).***

Financial Data

I keep financial information, including bank statements, for 7 years, as advised by HMRC. Please be aware that, as a self-employed art therapist, invoices are evidence of my income and these must be declared to HMRC annually. If you pay me via BACS, please be aware that your account name and reference may be viewed by employees of the bank.

Your Rights

Please note that you have the right to:

- Have data about you deleted.
- Have inaccurate personal data corrected.
- Object to, or restrict, data being processed by legitimate interest.
- Object to decisions being taken by automated means.
- Request the data to be transferred to another organisation by legitimate interest.
- Request access to your personal data and information about its processing.

Complaints

In the event you are unhappy with the way I use your data, you can make a complaint to the Information Commissioner's Office at www.ico.org.uk or tel.: 0303 123 1113.