



Privacy- and cookie statement iMindU B.V.

iMindU B.V.

Rapenburg 34A, 2311 EX Leiden

KvK nr.: 86862618

Introduction:

iMindU B.V. attaches, as a healthcare provider, great importance to safeguarding your privacy and the protection of your personal data. Your personal data will only be processed for explicitly specified purposes.

Technical and organizational measures:

iMindU B.V. takes appropriate measures to prevent misuse, loss, unauthorized access, unwanted disclosure and unauthorized modification. iMindU B.V. monitors and adjusts these measures when necessary. If you have the impression that your (personal) data is not properly secured or is processed incorrectly, you can contact us.

Personal data:

iMindU B.V. collects and processes the following data that could be traced back to you or your child (not all of the information below is processed in all cases, depending on your situation):

- First- and surname, street, residence and postal code;
- Gender;
- Date of birth;
- Contact details (telephone number, e-mail);
- Information for administration (health insurer, IBAN);
- Medical details (information about your health);
- Information related to school (name, address, telephone number, teacher/mentor at current and former schools), study or employer.



Purposes and legal bases for the processing of personal data:

Medical data

In order to be able to offer you the best treatment possible, it is necessary for iMindU B.V. to keep a medical record of you. This file contains information and notes about your health, treatments and tests that have been carried out in relation to your treatment.

Only the information necessary to carry out your treatment is stored in the medical file.

In addition, your file contains the necessary information collected from third parties, such as: medical specialists, hospitals, general practitioners and company doctors.

Financial administration

iMindU B.V. needs certain information from you in order to be able to keep a financial administration and to carry out audits. By law, iMindU B.V. is required to keep financial records.

Communication

iMindU B.V. uses personal data to communicate with you. iMindU B.V. will contact you by telephone, email or post. iMindU B.V. also processes any personal data that may be in your e-mail (for example, data that you include about yourself in an e-mail).

If iMindU B.V. wishes to process personal data for a purpose other than one of the above purposes, you will be informed about this and your consent will be requested. For example, your consent is necessary when your personal data is used for scientific research or statistical purposes. Your consent is not necessary if the data cannot be traced back to a natural person or if the processing is required by law.



Cookies and sociale media

Social media

Through our website you have access to social media such as LinkedIn and YouTube. These parties may place cookies on your computer if you are redirected via our website. iMindU B.V. has no influence on this. More information about these cookies can be found on the websites of these parties.

Hyperlinks

The website of iMindU B.V. contains links to other websites (so-called hyperlinks). This privacy- and cookiestatement does not apply to the hyperlinks. iMindU B.V. is not responsible for any security incidents resulting from the use of the hyperlinks.

Cookies and passive tracking

iMindU B.V. uses cookies. A “cookie” is a piece of data that can be sent to your browser. Your browser may store the cookie in your system based on the preferences you have set in your browser. Cookies collect information about your operating system, including but not limited to your browser type and IP address.

iMindU B.V. uses these cookies to:

- Adjust the website to your preferences/interests;
- Make the website function;
- Create user statistics, anonymized, to make the website more user-friendly. iMindU B.V. uses this information to analyze traffic on the website and to provide you with a better service.

You have the possibility to set your internet browser in such a way that you receive a notification when cookies are placed on your computer. You also have the option to block all cookies, but in that case it is possible that the website of iMindU B.V. will not be working properly.



Retention periods

iMindU B.V. uses the following retention periods for your personal data:

- 20 years for medical records;
- In case of medical records of a minor, it may be necessary to keep these medical records for over 20 years on the basis of good health care professionalism. If there is a suspicion of child abuse, neglect or sexual abuse, the medical file must be kept until the person concerned is at least 39 years of age;
- 7 years for financial administration;
- Other personal data will be kept for as long as the retention of this personal data is necessary to fulfill the purposes for which the data was collected.

Transfer of personal data to third parties

In certain situations, iMindU B.V. will share your personal data with third parties. iMindU B.V. has concluded processor agreements with suppliers who qualify as processors. This agreement contains provisions to properly protect your personal data. In addition, iMindU B.V. could undergo an audit. During an audit, the auditor may be able to view personal data. Certain categories of personal data may be shared with health insurers in order to process your invoices correctly. Information from your medical file will also be passed on to other healthcare providers if this transfer meets one of the following conditions:

- The transfer takes place on the basis of a legal obligation;
- When iMindU B.V. reports or refers to the general practitioner or another medical specialist;
- The transfer takes place for quality purposes, for example incident reports or quality inspections.
- When there is a conflict of duties, such as suspected child abuse or life-threatening situations.

Your permission is required for other transfers of your personal data. We provide a form of consent for this purpose.



Processing of personal data within the EEA (European Economic Area)

MindU B.V. does not process your personal data outside the EEA and does not transfer your personal data to organizations outside the EEA without your consent.

Amendments

iMindU B.V. reserves the right to change the privacy- and cookie statement at any time.

These changes will be announced via the iMindU B.V. website. The most current version can be found on our website. We advise you to regularly check this webpage to see if changes have been made.

iMindU B.V. may process your personal data for new purposes that are not yet stated in this statement, if these purposes are in line with the purpose for which the data was collected. In that case, we will contact you before using your data for these new purposes, to inform you of the changes to our regulations for the protection of personal data and to give you the opportunity to use your data for those purposes.

Questions and rights of those involved

Would you like to have access to the personal data that we process about you, or would you like to have your (personal) data corrected, supplemented or deleted? Let us know via the contact details below. We may ask you for further information to enable us to fulfill your request, such as sending you documentation. We will comply with your request for access, correction, addition and deletion within a reasonable period of time. This reasonable period is no later than four weeks after your request, identification and any additional documentation.

You can also object to the processing of your personal data at any time. Finally, you still have the right to submit a complaint to the Dutch Data Protection Authority (Autoriteit Persoonsgegevens) if your personal data is unlawfully processed.



Above-mentioned requests can be addressed to:

iMindU B.V.

Rapenburg 34A, 2311 EX Leiden

or

adminfin@imindu.nl

Questions

If you have any questions regarding the above, we are of course be happy to hear from you via the contact details mentioned above.