

Information sheet on data protection at the Psychotherapeutic Counselling Centre of the Studentenwerk

At our psychotherapeutic counselling centres, confidentiality and data protection are extremely important. We need some personal data for your counselling. We handle this so-called personal data with particular responsibility. According to the EU Basic Data Protection Regulation, we are obliged to inform you about the purpose of data collection, storage and forwarding of your data.

1 Person responsible

The person responsible for the collection, processing and use of your personal data is the Studentenwerk OstNiedersachsen

Katharinenstr. 1
38106 Braunschweig
phone: (0531) 391-4807
e-mail: info@stw-on.de

2 Data Protection Officer

If you have any questions or concerns about data protection, please contact our data protection officer: Mirko Pidde

Katharinenstr. 1
38106 Braunschweig
phone: (0531) 23045-674
e-mail: datenschutz@stw-on.de

3 Purpose of processing

We use the personal data collected from you for the purpose of psychotherapeutic counseling.

4 Basis for collecting and processing your data

You have given us your consent to collect the data for the purpose stated above.

5 Storage period

Your personal data will be stored for the duration of your consultation with the Psychotherapeutic Counseling Center and beyond that for 10 years after the completion of the treatment/counseling (Professional Code of Conduct of the Lower Saxony Chamber of Psychotherapists §9 para. 3).

6 Your rights as a person affected by data processing

You have the right to obtain information from the Studentenwerk OstNiedersachsen about the personal data concerning you. You also have the right to correct, delete or restrict the processing of this data.

Furthermore, you can object to the processing of the data and have the right to data portability.

If you have provided us with the data on the basis of consent (see point 4), you can revoke this consent at any time without affecting the lawfulness of the processing carried out on the basis of the consent until revocation.

7 Right to complain to a supervisory authority

You have the right to lodge a complaint with the State Commissioner for Data Protection of Lower Saxony, Prinzenstr. 5, 30159 Hannover, e-mail: poststelle@lfd.niedersachsen.de.

8 Processing of data for another purpose

If the Studentenwerk OstNiedersachsen intends to further process your data for a purpose other than that stated in point 3, it will provide you with information about this other purpose and any other relevant information before this further processing takes place.

Code no.. : _____ (will be filled by us)	_____
	Date
_____	_____
First	Name
_____	_____
Street and house number	Postal code and place of residence
_____	_____
E-Mail	Telephone

I hereby declare that I have taken note of the **information on data protection** in the Psychotherapeutic Counselling Centre.

(Signature)

Codenummer: _____

Release from confidentiality within the Psychological Counselling Centre

Hereby I,

Name: _____

Date of birth: _____

Address: _____

the involved employees of the psychotherapeutic counseling center of the
Studentenwerk OstNiedersachsens in Braunschweig, mutually from their legal duty of
confidentiality and hereby agree that all necessary information will be provided (please
note excluded persons at the bottom of this letter).

I am aware that I can revoke this declaration of release from the duty of confidentiality at
any time with effect for the future and without giving reasons.

(Place, Date, Sign)

The following person(s) is/are exempt from this regulation:
