

Privacy Policy for CentrepoinTE Professional Services

Last Updated: November 2023

Our organization, CentrepoinTE Professional Services (CPS), consists of regulated professionals including Psychologists, Speech & Language Pathologists, Psychotherapists, Social Workers, and Dietitians. We are committed to protecting the privacy and confidentiality of your personal information. This privacy policy outlines how we collect, use, disclose, and safeguard your information. By using our services, you consent to the practices described in this policy.

1. Collection of Personal Information:

We collect personal information necessary for providing medical services and maintaining accurate records. This information may include but is not limited to:

- Name
 - Contact information (address, phone number, email)
 - Health information and medical history
 - Insurance information
 - Billing and payment details
 - Education and training
 - Family circumstances
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2. Use of Personal Information:

We use your personal information for the following purposes:

- Providing medical care and treatment
 - Booking appointments and managing the waitlist
 - Communicating with you regarding your appointments and medical care
 - Billing and processing insurance claims
 - Internal record keeping and legal compliance
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3. Disclosure of Personal Information:

We may share your personal information with:

- Healthcare professionals involved in your care
 - Insurance providers for billing purposes
 - Regulatory and legal authorities as required by law
 - Staff and service providers who assist us in running our operations (subject to appropriate confidentiality agreements)
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4. Data Security:

We implement physical, technical, and administrative safeguards to protect your personal information from unauthorized access, disclosure, alteration, or destruction.

5. Your Rights:

You have the right to:

- Access your personal information
 - Request corrections to inaccurate or incomplete information
 - Withdraw your consent (subject to legal and contractual obligations)
 - Raise concerns or complaints about our privacy practices
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6. Consent:

By providing your personal information to us, you consent to its collection, use, and disclosure as described in this privacy policy.

7. Changes to the Privacy Policy:

We may update this privacy policy periodically. Any changes will be posted on our website and effective upon posting.

8. Contact Us:

If you have questions, concerns, or requests related to your personal information or this privacy policy, please contact us at:

CentrepoinTE Professional Services
98 CentrepoinTE Drive, Nepean, ON, K2G 6B1
613-228-1174 centrepointepros@gmail.com
