



Management of Patient's Health Information

Patient records are maintained in electronic format on a secure on-site computer system. Our computer system is protected by an individual password system and is accessible to staff members. Paper information is scanned into patient's files and then destroyed by shredding when no longer required. Our staff are bound by a strict legal duty of confidentiality. It is an offence for our staff to give information about you to anyone except under limited circumstances set out in legislation. We maintain strict security policies that all staff members adhere to.