Occlusal Index Courses

Privacy Policy

How we use your information

Last Updated 22nd April 2019

We are dedicated to protecting the confidentiality and privacy of information entrusted to us. We comply with the EU General Data Protection Regulation (GDPR) and the UK Data Protection Act 2018. Please read this Privacy Policy to learn about your rights, what information we collect, how we use and protect it.

Personal data is defined by the General Data Protection Regulation (EU Regulation 2016/679) (the "GDPR") as 'any information relating to an identifiable person who can be directly or indirectly identified in particular by reference to an identifier'. Personal data is, in simple terms, any information about you that enables you to be identified. Personal data covers obvious information such as your name and contact details, but it also covers less obvious information such as identification numbers, electronic location data, and or other online identifiers.

Who are we?
This website is operated by Professor Stephen Richmond, 11, Archer Road, Penarth, Vale of Glamorgan, CF64 3HW. This Privacy Policy applies to individuals applying to attend the Occlusal Index Courses.

Who can you contact for privacy questions or concerns?
If you have any questions or comments about this Privacy Policy or how we handle personal data, please direct your correspondence to: Professor Stephen Richmond via the website http://www.occlusalindexcourses.com. We aim to respond within 30 days from the date we receive privacy-related communications.

You may contact the UK Information Commissioner's Office (https://ico.org.uk/global/contact-us/) to report concerns you may have about our data handling practices.

How do we collect personal data?
The data is collected via the www.occlusalindexcourse.com website. This information may include one or more of the followings; salutation, first name, last name, date of birth, nationality, address, country, e-mail address, mobile phone number and course attendance dates.

How we use your information
The information provided through the www.occlusalindexcourse.com website is used to communicate with course attendees, provide certificates (Calibration and Continuous Professional Development). In addition, the data is stored on a secure password protected computer and/or hard drive as a record of activity. The information may be retrieved on a future date on request of the person who originally submitted the information and attended

one of the occlusal index courses for the purposes of verifying attendance and/or requesting a replacement certificate.

Disposal of data
The records are kept indefinitely unless an individual request to be removed from the database.

Sharing of data
We do not share data with anybody.

Privacy note Cookies
When someone visits the [www.occlusalindexcourse.com website](www.occlusalindexcourse.com), we collect standard internet log information and details of visitor behaviour patterns. This is done to find out the number of visitors to the various parts of the site. We collect this information in a way which does not identify anyone. We do not make any attempt to identify those visiting this website. We will not associate any data gathered from this site with any personally identifying information from any source.