

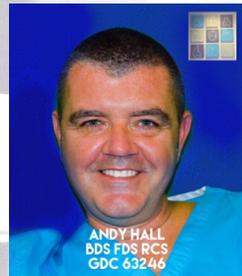
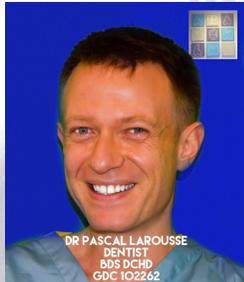
## Opening Times

Monday	8.30-12.45	14.00-19.30
Tuesday	8.30-12.45	14.00-17.00
Wednesday	8.30-12.45	14.00-17.00
Thursday	8.30-12.45	14.00-17.00
Friday	8.30-13.00	13.30-16.00
Saturday	by appointment	

Please note that late Mondays alternate  
and Saturdays vary.



26 Market Square  
Witney, Oxon  
OX28 6BB  
First floor



We are taking concerns very seriously and try to ensure that all our patients are pleased with their experience of our service. In case you need to raise a concern the responsible person is our receptionist Lynda Brooks who will deal courteously and promptly so that the matter is resolved as quickly as possible.



**Privacy Notice**  
How we look after and safeguard information about you

**01993 702415**

[enquiries@witneydentalpractice.co.uk](mailto:enquiries@witneydentalpractice.co.uk)

[www.witneydentalpractice.com](http://www.witneydentalpractice.com)

## Protecting your information

We aim to provide you with the highest quality of dental care. To do this we need to keep records about you, your health and the care we have provided or plan to provide to you. We know that you value your privacy and the security of personal information held about you.

### **What information we collect about you:**

We collect information about you when you enquire about our services or make an appointment with us for treatment. We will retain details and clinical notes relating to the care you receive within our practice and from third parties. We also collect information about you when you voluntarily complete customer surveys, participate in competitions or provide feedback to us.

### **How we use the information we have about you:**

They are used to enable us to arrange appointments with the appropriate clinician to ensure you are receiving care appropriate to your clinical needs. The General Dental Council requires us to create and retain records of dental treatment that is provided to patients. We are obliged to keep these records for 10 years after the last date of treatment. We will not disclose your personal data, including records of your treatment, unless required to do so by law, or with your explicit consent. If you have been referred by another medical professional, we may disclose details of your treatment to them where appropriate.

Wherever possible we will discuss any disclosure with you in advance. We will never pass on your information to a third party for marketing purposes.

We may share your information with selected third parties including; business partners, suppliers and sub-contractors for the performance of any contract we enter into with them or you; analytics and search engine providers that assist us in the improvement and optimisation of our site; credit reference agencies for the purpose of assessing your credit score where this is a condition of us entering into a contract with you.

We will use your information to provide you with details about other services or products that we offer that we think will be relevant to your ongoing care or may be of interest to you.

### **Marketing:**

We would like to send you information about products and services of ours and other companies we work with which may be of interest to you. If you have consented to receive marketing you may opt out at a later date. You have the right at any time to stop us from contacting you for marketing purposes.

### **Access to your information:**

You have the right to request a copy of the information that we hold about you. If you would like a copy of some, or all, of your personal information please email or write to us ([enquiries@witneydentalpractice.co.uk](mailto:enquiries@witneydentalpractice.co.uk), WDP 26 Market Square, Witney, OX28 6BB). A copy will be provided within 30 days.

### **Where we store your personal information:**

All information you provide to us is stored on our secure servers. We are using passwords to secure the access and we change them every three months. When dental records are shared with third parties, this is done through an encrypted file sharing service.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

### **Other websites:**

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

### **Changes to our Privacy Policy:**

We regularly review our privacy notice and will update the policy when necessary. This privacy policy was last updated on the 19th of March 2018.