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**Privacy Policy Statement**

Here at, Evergreen Occupational Therapy Services Ltd we take your privacy seriously and will only use your personal information in the way we have described, however, from time to time we would like to contact you with details of other services or information that we would like to share with you. If you would consent to us contacting you for this purpose, please tick to say how you would like us to contact you:

Post [ ]

Email [ ]

Telephone [ ]

Text Message [ ]

You have the right to request a copy of the information we hold about you. If you would like a copy of some or all of your personal information, please contact lthacker@evergreenot.com or write to us at

Evergreen Occupational Therapy Services Ltd

c/o RP Business Support Solutions Ltd,

Suite 2, Preston House,

6 Hawksworth Road

Central Park,

Telford,

TF2 9TU.

We would like to ensure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate. Please contact the office on 01952 290353.