

Privacy statement: PhD Psychologist

Date: 14 March 2022

The Vrije Universiteit Amsterdam (hereinafter: **VU**) attaches great importance to the protection of your privacy and the security of your personal data.

In this Privacy Statement we describe how the PhD Psychologist of the VU deal with your personal data and how your privacy is safeguarded. We process your personal data in accordance with medical confidentiality, [the Code of Ethics for Psychologists](#), The Medical Treatment Agreement Act (WGBO) and applicable privacy legislation such as the General Data Protection Regulation (GDPR) and the Dutch Data Protection Implementation Act (UAVG).

1. Who is responsible for the processing of my personal data?

Stichting VU is responsible for the data processing operations described in this privacy statement. Stichting VU maintains the Vrije Universiteit Amsterdam as a privately run university in accordance with the Higher Education and Research Act of The Netherlands (*'Wet op het hoger onderwijs en wetenschappelijk onderzoek'*). Stichting VU has its registered office at De Boelelaan 1105 in (1081 HV) Amsterdam and is registered with the Chamber of Commerce under number 53815211.

2. What (categories of) personal data will be processed?

The PhD Psychologist will process the following personal data:

- a. The information that you have provided personally (during a meeting or session), by telephone or digitally (email), such as personal details, contact details or other personal data;
- b. The information that you discuss with the PhD Psychologist. The PhD Psychologist has no access - without your explicit permission - to data about you that is held by others such as the HR-administration, your GP or other therapists.

3. For which purposes are my personal data processed, and on the basis of which legal grounds?

The personal data will only be used for the following purposes:

- a. counselling; and
- b. evaluating and improving counselling programmes;

We process your personal data on the basis of the following legal grounds:

- The processing is necessary for the execution of the agreements you have made with the PhD Psychologist (Article 6.1b GDPR); and/or
- you have given your consent to the processing of your personal data (article 6.1a GDPR). In that case, you always have the right to withdraw your consent by contacting us via the contact details stated in question 9.

4. Who has access to my personal data?

The personal data will only be accessed by the PhD Psychologist at the VU who by reason of their function have a role in the processing of your personal data for the abovementioned purposes and for whom it is necessary that they have access to the personal data.

5. Will my personal data be shared with third parties?

Your personal data will not be shared within the VU. The fact that you make an appointment with the PhD Psychologist is not recorded in your personal file, nor is it passed on to your PhD programme.

If the PhD Psychologist has well-founded concerns about your acute safety, then it is possible that the PhD Psychologist counsellor will contact the Social Safety Coordinator of the VU. The sole purpose of this is to find out whether the VU can and must take action to guarantee your acute safety. This is an exceptional situation, which fortunately does not occur often.

In processing your personal data, we may make use of service providers (processors) who process your personal data on behalf and under the responsibility of the VU. The VU concludes data processing agreements with these service providers to ensure that your personal data are processed carefully, securely and in accordance with the General Data Protection Regulation (GDPR). We ourselves remain responsible for the processing of your personal data.

In our work we use the following service providers:

- **SURF B.V.** > The personal data that the PhD Psychologist processes within the framework of your supervision (see question 2) are stored on a properly secured server belonging to SURF. The VU has concluded a data processing agreement with SURF.

Your personal data will not be shared with other parties. Should this be the case at any time, we will inform you accordingly. We will only provide personal data to third parties to the extent permitted by privacy legislation, for example because you have given your prior consent or because we are legally obliged to do so.

6. Will my personal data be transferred to countries outside of the European Economic Area?

No, your personal data will not be transferred to international organisations or countries outside the European Economic Area (EEA). The EEA includes all EU countries plus Norway, Liechtenstein and Iceland. Transfers of personal data between these countries are not subject to additional rules under the General Data Protection Regulation (GDPR).

7. For how long will my personal data be retained?

We will not retain your personal data for longer than is necessary to achieve the predetermined purposes or as long as required by law. The personal data processed within the framework of the counselling by the PhD Psychologist will be kept for 20 years.

8. How will my personal data be secured?

The VU takes appropriate technical and organizational measures to protect your personal data against loss and any form of unlawful processing.

9. Who can I contact with questions about the processing of my personal data?

You can ask questions about how we process your personal data via v.c.kraak@vu.nl.

10. How can I exercise my privacy rights?

On the basis of the GDPR you have the right – under certain conditions – to access your personal data that we process, to correct your personal data if it contains factual inaccuracies, to delete your personal data, to limit the processing of your personal data, to portability of your personal data and to object to the processing of your personal data.

If you wish to exercise any of these privacy rights, you can contact the Data Protection Officer of VU Amsterdam via:

Data Protection Officer
De Boelelaan 1105
1081 HV AMSTERDAM
functioarisgegevensbescherming@vu.nl

In order to be able to process the application, you may be asked to identify yourself on the basis of additional personal data processed by the VU. If no other method of identification is possible, you may be asked to identify yourself. In this way it will be verified that the request has been made by the right person. If you are not satisfied with the way in which we deal with your personal data, you have the right to submit a complaint with a supervisory authority.
