

GDPR Compliance Toolkit for Physio First Members

This unique and comprehensive toolkit is made available to Physio First members through Painless Practice's strategic commercial relationship with Physio First.

It was created by Technology Tamed and designed to guide you through the complex and bewildering process of GDPR compliance.

The information consists of concise facts, explanations on how each element of GDPR affects a typical clinic, checklists and templates.

This toolkit allows you to work step by step through the process by just spending a few hours each week reading the material, assessing how it affects your clinic and generating the necessary policies and procedures to demonstrate compliance.

Content:

- An Introduction to GDPR Microsoft PowerPoint slide presentation
- A comprehensive how-to guide in PDF format
- Checklists to help track progress
- Templates to help with audits, policies and procedures

Delivery:

- The material will be emailed to you in stages
- Once payment has been received Alison will release the first stage and you will then need to let her know when you're ready for the next stages

Cost per Physio First Member:

£150 including VAT (Discounted from £295 retail price)

How to purchase:

Contact Alison alison@painlesspractice.com

Toolkit Outline

Stage 1: Introduction to GDPR PowerPoint Slide Presentation

- 46 slides, providing a concise overview of the Regulation
- Notes for most slides with links to the relevant source information
- Supplied as a PPTX file (requires Microsoft PowerPoint or PowerPoint Viewer to open) plus a slide with notes handout in PDF format

Stage 2: Getting Started; Information Systems Audit; Lawful Bases of Processing

- Introducing the GDPR process checklist
- Determining who is your Data Controller and who are the Data Processors
- Conducting an Information Audit for your clinic
- Conducting a review of data security
- Determining your lawful bases for data processing
- Information provided as a PDF file, with checklists and templates provided in Microsoft Word format

Stage 3: Retention Policies and Procedures; Data Subject Access Request Procedures; Data Processor Contracts

- Determining your retention policies
- Producing your data retention procedures
- Writing your Data Subject Access Request procedure, using the template provided
- Writing your processor contracts
- Information provided as a PDF file, with checklists and templates provided in Microsoft Word format

Stage 4: Data Privacy Policy; Data Breach Procedure; Data Protection Impact Assessments

- Compiling your data privacy policies using the templates provided
- Compiling your data breach policy using the template provided
- Reviewing Data Privacy Impact Assessments and how they relate to a typical clinic
- Information provided as a PDF file, with checklists and templates provided in Microsoft Word format