Consent for Patient

First Name_____ Surname _____

Street No. _____ Postcode Town _____

Telephone _____ Date of Birth _____

E-Mail _____ Health insurance/supplementary insurance _____

Emergency Contact – Name and Telephone Number _____

Privacy Policy

Ananda D. Staudenmann, 4052 Basel - UID CHE-147.102.447 is responsible for processing personal date.

Purpose of processing In order to fulfil the treatment contract concluded between you and us, we need to collect and process certain personal data from you. On the one hand, personal data is collected when you enter our practice (e.g. name, address, state of health, etc.), and on the other hand, personal data is collected in the course of individual treatments (e.g. in connection with medical history, diagnoses, therapies, findings, etc.).

The collection and processing of your personal data is therefore primarily used for
- your medical treatment
- the fulfilment and execution of the treatment contract
- as well as the administrative management and billing of the treatment contract and our services (e.g. via the health insurance company)

We may also process the personal data collected,

- Maintaining patient records (including medical history, diagnoses, treatment recommendations, findings, etc.)
- insofar as this is necessary to defend against legal claims asserted against us under the treatment contract.

- **Newsletter:** if you would like to receive this, please tick the box → ☐

Disclosure We treat your personal data confidentially and only disclose it to third parties listed in this privacy policy. Our practice uses external service providers for various administrative tasks. These external service providers may have access to your personal data due to the nature of their work, but they are contractually obliged to treat your personal data as confidential at all times. In this context, your personal data may be disclosed to the following recipients in particular:

- Trustees in connection with bookkeeping and the preparation and dispatch of invoices
- Tax advisors, if this is necessary for the preparation of tax returns
- IT service providers who supply the software programmes and services we use
- Debt collection agencies, if we need to enforce our claims through legal proceedings
- Law firms, if a dispute arises from the treatment contract.

In addition, we disclose your patient data:

- Health insurance companies and insurers, particularly in connection with the billing of services provided by us
- To government agencies and authorities, such as cantonal and federal health authorities, if

this becomes necessary in connection with the management of our practice and the authorisations granted
- Other medical and healthcare professionals (e.g. doctors, naturopaths, pharmacists, etc.), if this appears necessary in connection with medical treatment, e.g. to obtain second opinions or additional information, to ensure representation or to have medicines manufactured and dispensed.
- If deemed necessary in connection with medical treatment, we may also involve other medical and healthcare professionals (e.g. your general practitioner, etc.).
- If deemed necessary in connection with medical treatment, we may also request information about your medical history from other medical and healthcare professionals (e.g. your general practitioner) and, in this context, disclose that you are receiving treatment from us.

Your personal data (such as findings, therapy recommendations, etc.) may also be shared with the following relatives (please tick the box)

- ☐ Spouses / Civil Partners _____
- ☐ Children _____
- ☐ Partents _____
- ☐ Sother Relatives _____

If you are under guardianship, your patient data (such as diagnosis and invoices, etc.) may be shared with your guardian or guardian.

Communication When communicating via unencrypted email, there is a risk that data may be lost, intercepted or manipulated. The confidentiality of data cannot be guaranteed when transmitting via unencrypted email. The same applies to messenger services. We cannot guarantee the confidentiality of communication via unencrypted email or messenger services. . If you contact us by email, messenger or similar services, we understand this as consent to the use of these communication channels. We also reserve the right to contact you via these communication channels. In addition, we reserve the right (unless otherwise agreed) to send invoices and reimbursement receipts for health insurance companies to the email address you have provided.

Declaration of consent By signing this document, you expressly consent to the processing and disclosure of your personal data in accordance with this privacy policy. In connection with the disclosure of your personal data, you hereby expressly release us from professional secrecy obligations.

If you have any questions about the processing of your personal data or the exercise of your data protection rights, please contact us at info@ananda-copilotch.

Privacy policy – version dated 1 January 2026.

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Place Date Patient's signature

Appointments are binding and can be postponed or cancelled up to 48 hours in advance. Otherwise, appointments will be charged in full.