# **Privacy Policy**

At Nutrition by Nature, we are committed to protecting the privacy and confidentiality of our clients' personal information. This Privacy Policy outlines how we collect, use, disclose, and protect your information.

#### **Information We Collect:**

We collect personal information when you engage with our services, such as when you schedule appointments, complete intake forms, or communicate with us via phone, email, or in-person consultations. This information may include:

- Name
- Contact details (address, phone number, email)
- Health history and dietary information
- Payment and insurance details (if applicable)

#### How We Use Your Information:

We use the information you provide to:

- Customize and optimize nutrition counseling sessions to meet your specific needs.
- Communicate with you regarding appointments, follow-ups, and administrative matters.
- Maintain records and necessary documentation for your treatment.

### **Information Sharing and Disclosure:**

We do not disclose your personal information to third parties without your explicit consent, except in the following circumstances:

- When required by law or legal proceedings.
- When necessary for payment processing or insurance claims, if applicable.
- When sharing information with other healthcare providers involved in your treatment (only with your permission).

#### **Data Security:**

We implement industry-standard measures to ensure the security of your personal information and protect it from unauthorized access, alteration, disclosure, or destruction. Our systems and protocols are designed to safeguard your data.

#### Retention of Information:

We retain your personal information for the duration necessary to provide services and as required by law. When no longer needed, we securely dispose of or anonymize your data.

# **Your Rights:**

You have the right to:

- Access and review your personal information in our possession.
- Request corrections to any inaccurate or incomplete information.
- Withdraw consent for the use or disclosure of your information, except where required by law.

# **Changes to this Policy:**

We may update this Privacy Policy occasionally. Any changes will be posted on our website or communicated directly to you.

#### **Contact Us:**

If you have any questions, concerns, or requests regarding your privacy or this policy, please contact us at alana@nutritionxnature.com