

# Evaluation of health coaching training for staff working with people with progressive neurological conditions

## Website Policy Page

This website is part of a Cardiff University PhD project evaluating health coaching training. This page provides information about the information collected when you use this website and what we will do with it.

### What information is collected?

Basic profile information is collected from you when you create your account including your full name and email address. As you use the site, information about the users, courses, activities and resources you interact with will also be stored and linked to your profile information.

### How is this information used?

Your personal information will only be used to provide you access to the online course. Statistical information about usage of the site will be used as part of the ongoing Cardiff University PhD research project by Dr Freya Davies. In addition, any comments you post on this site may be used within the research. By posting on the site you agree for your comments to be used in the research, and for anonymous quotations to be included in future publications.

### Who can I contact?

If you have queries about the website contact Freya Davies ([DaviesF9@cardiff.ac.uk](mailto:DaviesF9@cardiff.ac.uk)). If you wish to raise any concerns you may also contact Professor Adrian Edwards ([EdwardsAG@cardiff.ac.uk](mailto:EdwardsAG@cardiff.ac.uk)).

### Who is my data shared with?

We will not share your personal information with any third parties.

### How long is my data stored?

Your personal data is stored as long as you are enrolled as a website user. Course data is deleted 6 months after the end date for each course and profile information will be anonymised when an account has not been accessed for 12 consecutive months. Anonymised data which is used for the research project will be stored on Cardiff University password-protected computers for 5 years and then destroyed.

### How do I withdraw my consent for the research team to store and process my personal data?

If you have previously consented to allow the research team to store and process your personal data in accordance with this privacy policy, and you wish to withdraw your consent, please send an email to [DaviesF9@cardiff.ac.uk](mailto:DaviesF9@cardiff.ac.uk). You will no longer be able to access the website if your consent is withdrawn.

**How do I request that my personal data is corrected or erased?**

You may make corrections to your basic profile information by logging into the website and editing your own profile. If you have questions, or would like any other data to be corrected or erased, please send an email to [DaviesF9@cardiff.ac.uk](mailto:DaviesF9@cardiff.ac.uk).

**How do I request a record of all my personal data that has been collected?**

You may request a record of all of the personal data relating to you that has been collected in accordance with this privacy policy. To do so, please send an email to [DaviesF9@cardiff.ac.uk](mailto:DaviesF9@cardiff.ac.uk).