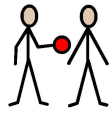


# a alina homecare

Disability Support



## Looking after your personal information

a alina



We hold your personal information to care for you.



a alina



This tells you how we look after your personal information.

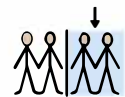
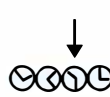
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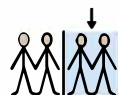
We may collect personal information about you such as your name,



age, address, what you like or dislike, people who are important to you



like your family, friends and professionals. Sometimes other people such as your family,



a alina



your social worker, your doctor and other people tell us information



about you.

 **alina**



**i**

We use this information to:



Understand your care and support needs, provide care and support to you, keep you safe



and well, keep in touch with you and to follow the law.

 **alina**



**i**

 **alina**



If we did not have the information, we might not be able to



 **alina**

**i**



support you. We keep information on paper and on computers.

 **alina**



We are very careful at looking after your personal information at all times by



 **alina**



making sure it is correct and only keeping it for as long as we need



**i**

 **alina**



to. You can ask to see the information we have about you.



 **alina**



**i**



You can go to our website to get more information or talk to the office or



email [info@alinahomecare.com](mailto:info@alinahomecare.com).