



INFORMATION ON THE COLLECTION AND USE OF PATIENT DATA AT THE BERN EYE CLINIC

With this information, we show you what happens with your data collected in our clinic and explain what rights you have in this regard. We ask you to read this information carefully. If you have any questions or do not understand anything, please ask the doctor treating you.

1. Who is responsible for data processing and whom can I contact?

Responsible for data processing:

Berner Augenklinik AG, Zieglerstrasse 29, 3007 Bern, Switzerland.

Data protection officer:

Laura Lehmann; email: laura.lehmann@augenlinik-bern.ch

2. Which sources do we use?

We use personal data that we have received from you as a patient during our relationship with you. We also process data that we receive from the referring physician. With your consent, we may also request files from other physicians or clinics that are important for your treatment. In addition, we collect data during treatment. All these data as a whole form your medical history.

3. What data is collected?

In addition to the administrative data for processing the treatment contract (such as surname, first name, date of birth, telephone, etc.), we collect numerous data concerning your state of health, which are relevant for the medical treatment. All data collected in connection with a medical service is considered to be personal data requiring special protection and is protected by professional secrecy (StGB Art. 321).

4. What do we process your data for (purpose of processing)?

We process your personal data in accordance with our professional obligations and Swiss and European data protection law. We process your patient data exclusively for the purpose of providing you with the most successful treatment possible and in fulfillment of the legal obligations imposed on us by the treatment contract and applicable law.



5. Who receives my data?

Within the Berne Eye Clinic at Lindenhof Hospital, those departments will have access to your data that need it to fulfill their contractual and legal obligations. In doing so, they must maintain professional secrecy and only receive the information they need to fulfill their duties.

The employees of our clinic are subject to professional secrecy and are obliged to maintain confidentiality about all patient-related facts and evaluations of which they become aware during their work.

As a rule, the referring physician and the general practitioner receive a medical report. At your request, other doctors providing follow-up treatment or persons providing further treatment may also receive a medical report or be informed verbally about your state of health. Please let us know if you do not wish this information to be passed on.

We are legally obligated to disclose to accident and health insurers the patient data they need to verify their obligation to pay benefits. Information about you will only be passed on to other bodies if this is required by law, you have given your consent, or the supervisory authority has released a member of the treatment team from professional secrecy. If your treatment takes place within the framework of the disability insurance (IV), you have authorized the persons and offices mentioned in the registration with the IV (including us as the treating physicians) to provide all information to the organs of the disability insurance and to make all documents available to them that are necessary for the clarification of benefit and recourse claims. We comply with this obligation to cooperate with the IV.



6. Invoicing

Billing is done electronically via the delivery company MediDoc directly to your health insurance company so that you do not have to pay the bill yourself and then claim the costs back from the insurance company. Your health insurance company pays the doctor's bill directly to us and you receive a statement from your health insurance company with deductible and excess for your information. If you would like us to send you a copy of the invoice in addition to the statement from your health insurance company, please inform our receptionist.

The health insurance companies Assura and Sanagate have not yet joined this system. Insured persons of these health insurances receive the medical bill directly from MediDoc for payment.

In case of collection, the necessary data will be forwarded to the institution in charge as well as to the responsible state authorities.

7. How long will my data be stored?

We process and store your personal data as long as it is necessary for the fulfillment of our contractual and legal obligations. It should be noted that our relationship with you as a patient is a permanent one, lasting for years. We are legally obliged to keep your records for 10-20 years from the end of treatment. For liability reasons, we archive patient data for up to 20 years. If the data is no longer required for the fulfillment of contractual or legal obligations, it will be deleted.

8. What data protection rights do I have?

As a data subject, you have the right to information, inspection, rectification, to make a note of dispute or to restrict processing. Since there is a legal obligation to retain data, it is not possible to delete the data during this period. You can revoke any consent given for the processing of data at any time. Please note that the revocation is only effective for the future. Processing that took place before the revocation is not affected. You have the right to request a copy of your medical history, for example, if you change



doctors or you move. In this case, please send a written request to the data protection officer of the clinic and enclose a copy of an official identification document.

9. Does profiling take place? Will data about me be published?

No profiling takes place with the data collected about you. No data will be used for study purposes or published in medical publications without your consent, even if the data is anonymized.

10. Security measures

We take organizational, contractual and technical security measures to ensure that the provisions of data protection laws are complied with and thus to protect the data processed by us against accidental or intentional manipulation, loss, destruction or against access by unauthorized persons in the best possible way.

11. Changes to the data protection declaration

In the course of further development and the implementation of new technologies, changes to this data protection declaration may become necessary. Therefore, we recommend that you inform yourself about changes on our website: www.augenklinik-bern.ch.