



# Privacy Statement

Door of Perception, located at Hoogte Kadijk 155, 1010BJ Amsterdam, is responsible for the processing of personal data as described in this privacy statement.

## 1. Personal data we process

Door of Perception processes your personal data because you use my services and/or because you provide this data yourself.

This may include:

- First and last name
- Address details
- Phone number
- Email address
- Any other personal data you actively provide through intake forms, coaching sessions, correspondence, or messaging apps

## 2. Special and/or sensitive personal data

In the context of coaching and guided psychedelic sessions, the following special categories of personal data may be processed:

- Health and medical information
- Religion or worldview (belief system)
- Audio recording of guided truffle sessions (mp3)

### Health data

Health information is processed solely to assess safety and suitability for participation in psychedelic coaching and guided truffle sessions.

This processing is based on **your explicit consent** and is necessary for reasons of **safety and vital interest**.

You are not obliged to provide this information, but without it participation is not possible for safety reasons.

Health data is deleted no later than **6 months after the last session**, or earlier if no coaching relationship is established.

## **Religion or worldview**

Religion or worldview may be discussed as part of the coaching process, as it can be relevant to meaning-making, intention setting, and integration.

This data is processed based on **your explicit consent** and is optional.

If shared, it is deleted no later than **6 months after the last session**.

## **Audio recordings (guided truffle sessions)**

An audio recording may be made during guided truffle sessions for safety, accountability, and ethical transparency, as an alternative to the four-eyes principle.

Recordings are made using an offline device not connected to the internet.

They are stored securely offline and are not shared with third parties.

Recordings are retained for an **indefinite period** based on legitimate interest in professional accountability, safety documentation, and protection against false claims.

Files are anonymised (date-based file names only).

## **3. Purposes of processing**

We process personal data for the following purposes:

- Providing coaching and psychedelic guidance services
- Assessing safety and contraindications for truffle sessions
- Delivering online educational products and preparation materials
- Managing user accounts on digital platforms
- Processing payments and invoices
- Sending relevant information before and after sessions
- Communication regarding appointments and services
- Ensuring safety, ethical transparency, and professional accountability
- Complying with legal and tax obligations

## **4. Legal bases for processing**

We process personal data based on:

- Your explicit consent
- Performance of a contract (coaching or digital product purchase)
- Legal obligations (e.g. tax administration)
- Legitimate interest (e.g. professional documentation and safety in sessions)
- Protection of vital interests (health and safety during guided sessions)

## **5. Automated decision-making**

Door of Perception does not use automated decision-making that produces legal or similarly significant effects.

All assessments are made by a human practitioner.

## **6. Systems, platforms and third parties**

We use the following systems to provide our services:

### **Website and administration**

- Jouwweb (website, hosting, email services)

### **Intake and screening forms**

We use Jouwweb to collect intake and screening forms.

When you complete an intake form via our website, the following data may be processed:

- contact details (such as name and email address)
- information you provide regarding your health and background
- any other information relevant to your suitability for coaching and guided sessions

This data is collected solely to assess whether participation in coaching and/or a guided truffle session is safe and appropriate for you.

Jouwweb processes this data on our behalf and applies appropriate technical and organisational security measures in accordance with the GDPR.

### **Coaching and digital preparation platform**

We use LearnWorlds to host digital products and client preparation materials.

LearnWorlds is used for:

- the Psychedelic Journey Toolkit (online product)
- preparation materials for truffle sessions
- client onboarding and educational content

When you create an account or access materials, LearnWorlds processes:

- name
- email address
- login credentials
- course access and progress data

LearnWorlds acts as a data processor and applies GDPR-compliant security measures.

### **Payments**

We use Stripe to process payments for digital products and coaching services.

Stripe processes:

- name
- email address
- billing and payment details
- transaction data

Stripe may act both as processor and independent controller for fraud prevention and legal obligations.

## **Accounting and invoicing**

We use Rompslomp for invoicing and financial administration.

Rompslomp processes personal data necessary for accounting purposes, including:

- name
- address details
- email address
- invoice and payment information

This data is processed solely for financial administration and compliance with legal tax obligations.

Rompslomp acts as a data processor and applies GDPR-compliant security measures. Data is stored within the EU.

## **Email automation and communication**

We use MailerLite for:

- automated information sequences
- onboarding emails
- educational follow-ups

MailerLite processes:

- name
- email address
- email interaction data (e.g. opens, clicks)

This is used only with your consent or based on legitimate interest in service delivery.

## **Messaging apps**

We may use messaging applications such as WhatsApp and Signal for short-term communication related to coaching sessions.

Signal is our preferred communication channel due to its stronger privacy and encryption standards. However, clients may choose WhatsApp if they prefer.

These tools are only used with your explicit consent and for practical coordination before and after sessions (e.g. scheduling, check-ins, sharing playlists or logistical information).

We recommend that sensitive health or therapeutic content is primarily discussed during sessions or via more secure channels where appropriate.

## **Music and playlists**

We may use Spotify to share music playlists that are relevant for preparation, session support, or integration.

These playlists are shared only for supportive and experiential purposes. No additional personal data is shared with Spotify beyond what is necessary to access shared links.

## **7. Cookies**

We do not use tracking cookies or behavioural advertising cookies. Only functional cookies may be used for basic website operation.

## **8. Retention of personal data**

We do not store personal data longer than necessary for the purposes for which it was collected.

- Intake forms (including health and worldview data): max 6 months after last contact
- Coaching notes: max 6 months after last session
- Emails/contact forms: max 6 months if no client relationship is established
- Invoices: 7 years (legal obligation)
- Audio recordings: retained indefinitely based on legitimate interest
- Coaching agreements: retained indefinitely based on legitimate interest and legal protection
- LearnWorlds account data: retained for the duration of your account

## **9. Sharing of personal data**

We only share personal data with third parties when necessary for:

- Execution of the coaching or digital services agreement
- Payment processing
- Legal obligations
- Protection of vital interests (e.g. in case of medical emergency during a session, where sharing information with emergency services or healthcare providers may be necessary for your safety)

We do not sell your data or share it for commercial third-party use.

## **10. Your rights**

You have the right to:

- Access your personal data
- Correct or delete your data
- Withdraw consent at any time
- Object to processing
- Request data portability

Requests can be sent to: [door@psychedeliccoach.nl](mailto:door@psychedeliccoach.nl)

We respond within 4 weeks.

You may be asked to verify your identity. Sensitive information (passport photo, BSN, passport number) should be masked.

You also have the right to lodge a complaint with the Dutch Data Protection Authority:

<https://autoriteitpersoonsgegevens.nl>

## **11. Security of personal data**

We take appropriate technical and organisational measures to protect your data against loss, misuse, unauthorised access, disclosure, or alteration.

If you suspect misuse, please contact: [door@psychedeliccoach.nl](mailto:door@psychedeliccoach.nl)

## **12. Contact details**

Door of Perception

Hoogte Kadijk 155

1010 BJ Amsterdam

The Netherlands

Email: [door@psychedeliccoach.nl](mailto:door@psychedeliccoach.nl)

Website: <http://www.psychedeliccoach.nl>