# Data Controller and Relevant Person Information

It has been prepared in accordance with the Law on the Protection of Personal Data No. 6698 and **SILA KILIÇ SAYAR** is the data controller due to the processing of personal data about you, determining the purposes of data processing, establishing and operating the data processing system. **Real persons whose personal data are processed by SILA KILIÇ SAYAR** are accepted as relevant persons by law.

According to Article 10 of the Law, which regulates the Obligation to Inform, data controllers are obliged to inform the real persons whose personal data they process on issues related to data processing.

This text has been prepared to inform you as a data subject and contains the rights and obligations of the data subject (data owner) and the data controller.

Data Controller's

Name / Surname / Title : **SILA KILIÇ SAYAR**

# Postal Address : Uphıll Towers No: 3 A / 93 Atasehir / Istanbul

Phone **0530 465 14 39**

Email : **kvkk@silakilicsayar.com**

Web Address **:** [**www.silakilicsayar.com**](http://www.silakilicsayar.com)

# Personal Data Processing Purposes and Processed Data

Your personal data; Identification of patients, patient candidates, employees, visitors and suppliers and other relevant persons, Creating appointments for patients, appointment reminders, changes and other information regarding the provision of the service, Evaluation of the patient and making medical diagnosis and treatment, Carrying out health services for the care of the patient and the supply of medicines and medical supplies, Creation of employee files, Service fees Execution of accounting and finance processes related to the fulfillment of payment transactions

Receiving and evaluating requests and complaints, receiving patient feedback on products and services, following legal proceedings and fulfilling official institution requests, carrying out information security processes, carrying out audit and ethical activities to be carried out by official institutions and professional organizations, conducting market research, promotion and information activities related to the products and services offered, ensuring workplace safety and,

* It is clearly stipulated in the laws,
* Provided that it does not harm the fundamental rights and freedoms of the data subject, it is processed on the basis of the legal reasons that data processing is mandatory for the legitimate interests of the data controller.

Personal data that are processed in accordance with the principles in this Policy and **differ depending on the type and nature of the relationship between Sıla Kılıç Sayar and the data owner, the communication channels used and the purpose information mentioned are as follows.**

* + Physical Space Security Information
	+ Visual and Audio Data
	+ Credential
	+ Health data
	+ Communication data
	+ Financial data

# Processed Personal Data Acquisition Method

Your processed personal data is received from you, the data owner, and third parties via written, verbal, visual and audio recording system and e-mail.

# Personal Data Transfer and Purposes

Your personal data can be transferred to the relevant authorities without the obligation to inform and without seeking your explicit consent, if requested within the framework of Article 28/1 of the KVKK. Processed personal data; It can be transferred to the judicial authorities or the relevant law enforcement officers or administrative authorities in case of resolution of legal disputes or in accordance with the relevant legislation, but within the limits and limitations stipulated in the law.

# Data Controller Rights and Obligations

As the data controller, it has the right and obligations to process personal data in accordance with 6698 KVKK and other relevant laws, to prevent unlawful processing and access of personal data, and to take adequate security measures in line with technical and legal possibilities for the secure processing and storage of personal data.

We undertake to keep Personal Data confidential, to take all necessary technical and administrative measures to ensure confidentiality and security, and to show due diligence. Protection of Personal Data is an important issue for our clinic. All necessary technical and administrative measures are taken to protect Personal Data against unauthorized access or loss, misuse, disclosure, alteration or destruction of this information. It uses generally accepted security technology standards while processing Personal Data. Although we take the necessary information security measures, in the event that Personal Data is damaged or in the hands of third parties as a result of attacks on our clinic's website and data processing systems, we immediately notify you and the Personal Data Protection Board and take the necessary measures.

In the event that at least one of the following issues exists, as stated in Articles 5 and 6 of the KVKK, **personal and sensitive personal data may be processed for the specified purposes**, even if explicit consent is not obtained.

* It is clearly stipulated in the relevant laws.
* Data processing is mandatory for the establishment, exercise or protection of a right.
* It is necessary to process the personal data of the parties to the contract, provided that it is directly related to the establishment or performance of a contract.
* It is mandatory for the data controller to fulfill its legal obligation.
* The person concerned (data owner) has been made public by him.
* It is mandatory for the protection of the life or bodily integrity of the person who is unable to express his consent due to actual impossibility or whose consent is not legally valid.
* Provided that it does not harm the fundamental rights and freedoms of the data subject, data processing is mandatory for the legitimate interests of the data controller.

Processing of sensitive personal data other than data related to health and sexual life (race, ethnic origin, political opinion, philosophical belief, religion, sect or other beliefs, disguise and dress, membership to associations, foundations or unions, criminal convictions and security measures, and biometric and genetic data) is stipulated in the laws.

* + Processing by persons or authorized institutions and organizations under the obligation of confidentiality for the purpose of protecting public health in terms of data related to health and sexual life, conducting preventive medicine, medical diagnosis, treatment and care services, planning and management of health services and financing.

# Data Owner Rights and Obligations

The data owner is subject to the provisions of Law No. 6698 No. 11. It has the rights written in the article.

1. To learn whether personal data is processed or not,
2. If personal data has been processed, requesting information about it,
3. To learn the purpose of processing personal data and whether they are used in accordance with their purpose, ç) To know the third parties to whom personal data is transferred in the country or abroad,
4. Requesting correction of personal data in case of incomplete or incorrect processing,
5. Requesting the deletion or destruction of personal data within the framework of the conditions stipulated in Article 7,
6. Requesting notification of the transactions made pursuant to subparagraphs (d) and (e) to third parties to whom personal data has been transferred,
7. Objecting to the occurrence of a result against the person himself by analyzing the processed data exclusively through automated systems,

ğ) Requesting the compensation of the damage in case of damage due to unlawful processing of personal data,

# Request and Application

In order to exercise all your rights mentioned above, you can send the application form and the text containing your explanations regarding the right you want to use  **to the address of Barbaros Mah. Ak Zambak Sk. Uphıll Towers No: 3 A / 93 Ataşehir / Istanbul** with documents identifying your identity.

* + **kvkk@silakilicsayar.com**  to the e-mail address, or,
	+ You can submit it with the Data Owner application form available at www.silakilicsayar.com. You can send it by signing it in one of the ways mentioned above.

Within 30 days after your request reaches us, you will be informed by returning to you through the channels specified here.

Within the scope of the new regulations to be introduced by the Personal Data Protection Authority, we reserve the right to make changes in the clarification text according to all developments that will occur in the future.

# OBLIGATION TO INFORM

By receiving this text, the obligation to inform you within the scope of the Law on the Protection of Personal Data No. 6698 has been fulfilled.Within the scope of the Law on the Protection of Personal Data No. 6698, the information specified in this clarification text for the processing of my personal data mentioned above  ***is valid for all*** our patients, patient candidates, employees, visitors and suppliers.