

GDPR Settings

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Summary

GDPR Settings can be accessed via: Administration > Settings and selecting the 'GDPR' category.

This page documents each setting.

Details

The screenshot shows the 'Configuration Settings' window for the 'GDPR' category. The left sidebar lists various categories, with 'GDPR' selected. The main area is titled 'General Data Protection Regulation' and contains several settings:

- Clear Audit over** 6 months
- Prompt "Consent Detail Checker"** 60 days before Consent Expires
- Clear Login History over** 6 months
- Clear Error Logs over** 6 months
- Clear Internal Messages after** 90 months
- ☒ **Clear "Archived" Referral Surgeons**
- ☒ **Show Username on Payment Receipt**
- Document Templates** (button)
- Privacy Statement Template (Main Site)** Privacy Statement.docx (dropdown menu)
- Num. of Days before prompting to check details** 0

Clear Audit over X months

Allows user to specify a time period for how long Audit log data is kept within the database.

Prompt "Consent Detail Checker" X days before Consent Expires

How many days before the client's data consent expires do you want to be prompted to update it.

Clear Login History over X Months

Allows user to specify a time period for how long login history data is kept within the database.

Clear Error Logs over X Months

Allows user to specify a time period for how long Error log data is kept within the database.

Clear Internal Messages after X Months

Allows user to specify a time period for how Internal Messages are kept within the system.

Clear 'Archived' Referral Surgeons

Enabled = Deleted Referral Surgeons are permanently deleted.

Disabled = Deleted Referral Surgeons are hidden, but details are stored in audit.

Show username on Payment Receipt

Enabled = Show username on payment receipt.

Disabled = Hide username on payment receipt.

Privacy Statement Template (Main Site)

Specify the Document to be used for Privacy Terms and Conditions document from the drop-down menu. This drop-down menu is populated by documents templates created (button provided).

Num. of Days before prompting to check details

How many days before the client's due their detail check do you want to be prompted to update it. Set to 0 to disable.
