

PRIVACY ACT 2001
PATIENT CONSENT TO COLLECT AND DISCLOSE INFORMATION

The Privacy Act requires medical practitioners to obtain consent from their patients to collect, use and disclose that patient's personal information.

COLLECTION OF YOUR PERSONAL INFORMATION

This means that we will collect information that is necessary to properly advise and treat you. The information will usually be collected directly from you. On some occasions it may be necessary to obtain the information from other sources, for example: hospitals, other medical practitioner and or health care providers. Both our medical practitioners and practice staff may take part in the collection of this information. In the case of an emergency we may need to collect personal information from relatives or other sources where we are unable to obtain consent.

SECURITY OF INFORMATION COLLECTED

Your information may be held in a variety of ways. Most commonly, your information may be held as a paper medical record, and / or an electronic medical record forming part of a secure computerized database. Some information may also be held in the form of an image including x-ray or photograph. We follow strict rules and policies regarding the secure storage of personal information in all formats in order to protect your information from unauthorized access, loss or other misuse.

DISCLOSE AND USE OF INFORMATION

With your consent, the practice staff will use and disclose your information for purposes as shown below.

- To other treating health services, hospitals or medical specialists involved in your care and treatment
- In order to process pathology tests, x-rays, and so on
- To contact you for feedback on the services you have received from us to help us evaluate and improve our services
- For billing and debt recovery
- To students and other staff for training purposes
- To other health services and authorised third parties to help prevent a serious and imminent threat to someone's life, health or welfare, such as in an emergency
- To claims managers and associated persons for the purpose of managing a complaint, legal action, or claim brought against a treating health professional
- For purposes relating to the operation of The Health Care Centre and treatment of our patients, including funding, planning, safety and quality improvement activities

If you do not wish for us to collect, use or disclose certain information about you, you will need to tell us and we will discuss with you any consequences this may have for your health care.

The law also allows or requires for your personal health information to be disclosed to other third parties, for example:

- To State and Commonwealth government agencies for statutory reporting purposed, such as to report notifiable diseases
- To researchers for public interest research projects as approved by a Human Research and Ethics Committee
- To other health services or law enforcement agencies, such as the Police, if you provide us with information relating to a serious crime, including assault, domestic violence, child abuse, and so on
- To comply with a subpoena or search warrant if your personal information is required as evidence in court

ACCESS TO YOUR INFORMATION

You are entitled to access your own Health Records at a time convenient to the practice. We ask that your request be in writing. We may impose a fee for photocopying and compiling a copy of your records. Where you dispute the accuracy of the information we have recorded, you are entitled to correct that information.

Access may be denied if the release of information is not in the patient's best interest or involves litigation.

CONSENT

Your consent is implied for The Health Care Centre to collect, use and disclose personal information as outlined above. You are entitled to access your own Health Records with a written request. You may withdraw your consent to use and disclose your personal information (except where legal obligations must be met).