



Your Privacy and this Practice

Information for patients

COLLECTION, USE AND DISCLOSURE OF YOUR INFORMATION

Information about a patient's medical and family health history is needed to provide accurate medical diagnoses and appropriate treatment.

We will be fair in the way we collect information about our patients. This information is generally collected from the patient or with patient consent.

However, from time to time we may receive patient information from others. When this occurs, we will, wherever possible, make sure the patient knows we have received this information.

Medical care requires full knowledge of patient health information by all members of a medical team. To ensure quality and continuity of patient care, a patient's health information has to be shared with other health care providers from time to time. Some information about patients is also provided to Medicare and private health funds, if relevant, for billing and medical rebate purposes.

Your anaesthetist is a member of various medical and professional bodies including medical defence organisations. There may be occasions when disclosure of patient information is required for medical defence purposes.

There are also circumstances where a medical practitioner is legally bound to disclose personal information. An example of this is the mandatory reporting of communicable diseases.

It is necessary for us to keep patient information for as long as is required by law, or is prudent having regard to administrative requirements.

ACCESS

A patient has a right to their information. They may ask to view the information or ask for a copy of a part or the whole record.

While not required to give reasons for their request, a patient may be asked to clarify the scope of the request.

There are some circumstances in which access may be denied, but in such an event, the patient will be advised of the reason.

A charge may be payable where the practice incurs costs in providing access. This will depend on the nature of the access.

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If a patient finds that the information held is not accurate or complete, the patient may ask that this information be amended accordingly.

Upon request, a patient's health information held by this practice will be made available to another health service provider.

PARENTS/GUARDIANS AND CHILDREN

The right of children to privacy of their health information, based on the professional judgment of the doctor and consistent with the law, might at times restrict access to this information by parents or guardians.

COMPLAINTS

It is important to us that your expectations about the way in which we handle your information are the same as ours.

Please do not hesitate to discuss any concerns, questions or complaints about any issues related to the privacy of your personal information.

If you are still dissatisfied you can complain to the federal Privacy Commissioner whose contact details are:

Level 8 Piccadilly Tower
133 Castlereagh Street
Sydney NSW 2000
GPO Box 5218
Sydney NSW 2000
Privacy Hotline: 1300 363 992
Website www.privacy.gov.au

The provision of quality health care is our principal concern. It requires a doctor/patient relationship of trust and confidentiality. We regard patient health information as confidential and will only collect this information with patient consent.

A patient's personal information is handled in accordance with this practice's privacy policy and consistent with the privacy legislation. Patients are entitled to know what personal information is held about them, how and under what circumstances they may have access to it, why it is held, its use, to whom and under what circumstances it may be disclosed, when consent is required for these purposes, and how it is stored.

Every effort will be made to discuss these matters with patients at the time personal health information is collected but there will be occasions when it is not practicable to make patients aware of these matters at the time of collection. This brochure is designed to outline how this practice endeavours to protect the privacy of patient's personal health information.

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FURTHER INFORMATION

Further information about an individual's privacy rights can be obtained from the Federal Privacy Commission's Office.

The address and contact details of this practice are: