

PATIENT CONSENT TO COLLECTION, DISCLOSE AND ACCESS OF INFORMATION.

The Privacy Act (Amended) 1988 requires medical practitioners to obtain consent from each patient to collect, use and disclose their personal information and to acknowledge the patient's right to access the personal information held by the practitioner.

COLLECTION

The Practice will collect information that is necessary to properly advise and treat you. Such necessary information may include:

- Full medical history
- Family medical history
- Contact details
- Medicare details
- Private health fund details
- Genetic information
- Billing / account details

The information will normally be collected directly from you but there may be occasions when we need to obtain information from other sources. Examples of these are:

- Other medical practitioners (e.g GP's, specialists, health care facilities such as hospitals and day surgery units).
- Other health care providers (e.g. physiotherapists, occupational therapists, psychologists, pharmacies, dentists).

USE AND DISCLOSURE

With your consent, our practice staff will use and disclose your information for purposes such as:

- Referrals to another medical practitioner, hospital or health care provider
- To meet our notification obligations to our medical defence organisations
- Quality Assurance, Practice Accreditation and complaint handling
- To prevent a serious threat to an individual's life, health or safety
- Where legally required to do so such as producing records to court, mandatory reporting of child abuse or notification of diagnosis of certain communicable diseases.
- Advice on treatment options
- Sending specimens for analysis
- Account keeping and billing purposes

ACCESS

You are entitled to access your own health records at any time convenient to you and the practice. In certain circumstance we may deny access where:

- To provide access would create a threat to health or life
- There is a legal impediment to access
- The access would unreasonably impact on the privacy of another
- Your request is frivolous
- In the interest of National security

We ask that where possible, your request be in writing. We may impose a charge for photocopying or for staff time involved in processing your request. Where you dispute the accuracy of the information we have recorded you are entitled to correct that information. It is our practice policy that we will take all steps to record all of your corrections and place them with your file but we will not erase the original records.