

Privacy Policy

We require your consent to collect personal information about you. Please read this information carefully, and sign where indicated below.

This medical practice collects information from you for the primary purpose of providing quality health care. We require you to provide us with your personal details (to reception) and full medical history (to the Doctor) so that we may properly assess, diagnose, treat and be proactive in managing your health care. This means we will use the information you provide in the following ways:

- Administrative purposes for the running of our practice;
- Billing, including compliance with Medicare and Health Insurance Commission Requirements;
- Disclosure to others involved in your health care, including treating doctors and specialists outside the practice. This may occur through referrals other doctors, referrals for medical tests and the reports or results returned to us following the referrals;
- Disclosure to other doctors in the practice, locums and by Registrars attached to the practice for the purpose of patient care and teaching. Please let us know if you do not want your records accessed for these purposes, and we will note your record accordingly;
- Disclosure for research and quality assurance activities to improve individual and community health care and practice management. You will be informed when such activities are being conducted and given the opportunity to decline involvement; and
- Processing of recall letters by sending out reminder letters to you from time to time regarding your continuing health care.

- I have read the information above and understand the reasons why my information must be collected. I am also aware that this practice has a privacy policy on handling patient information.
- I understand that I am not obliged to provide any information requested of me, but that my failure to do so might compromise the quality of health care and treatment given to me.
- I am aware of my right to access the information collected about me, except in some circumstances where access might legitimately be withheld. I understand I will be given an explanation in these circumstances.
- I understand that if my information is to be used for any purpose other than set out above my further consent will be obtained.
- I consent to the handling of my information by this practice for the purposes set out above, subject to any limitations on access or disclosure that I notify this practice of.
- I hereby authorise for messages to be left with 'next of kin/emergency contact' phone numbers, as provided by myself, in the event of an emergency.

PATIENT NAME: _____ **Date:** _____