

# Your Privacy

## Queen Street Medical Centre

An important part of providing quality health care and service at Queen Street Medical Centre Moruya, Broulee and Tuross is our policy to protect your privacy to ensure we comply with national privacy legislation.

All health information collected and used by this practice at our Moruya, Broulee and Tuross sites is securely stored in a central location and password protected against unauthorised access. Accredited systems including multiple back-ups, monitoring and firewalls are in place to protect your record. All our staff sign our Confidentiality Agreement as a condition of their employment.

Our Privacy Policy advises you –

- ❖ **That we need your consent to collect information about you.** *If you have not provided your signed consent, please ask our receptionist for the consent form today.*
- ❖ **That you can request access to the information we hold about you.**
- ❖ **That you may discuss any concerns that you have about how we handle your information with your doctor or the practice staff.**
- ❖ **How your information will be used by us and to whom we may need to disclose it.** This may include an organisation providing assistance for improving the administration of the practice.

Please assist us to provide you with the best possible health care by making sure that the information we have is accurate and up to date.

Ask your doctor or our receptionist if you would like more detailed information about our Privacy Policy or the National Privacy Principles and Health Records and Information Privacy Act, 2002.