

Collection Statement

OCEAN FAMILY MEDICINE,

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Ocean Family Medicine handles a patient's personal and health information in accordance with the practice's privacy policy and consistent with all privacy legislation and protocols. The practice is bound by the Commonwealth Privacy Act (1988) and Australian Privacy Principles (2014). We store your personal information in a secure electronic format and only designated individuals involved in your care have access to it.

As a patient of this practice, you have rights to be able to access, upon request, the health information we have concerning you.

The primary purpose for which Ocean Family Medicine collects personal and health information is to enable our Doctors and Staff to coordinate and manage your primary health care in order to provide quality, appropriate care.

The information is also being collected for secondary purposes which include:

- ✓ Sharing information with other health providers involved in your treatment (such as specialist doctors, diagnostic services, allied health professionals and health care organizations). The information will only be released when it is relevant to your clinical and health care management and with your consent.
- ✓ Disclosure to other doctors in the practice, locums etc for the purpose of patient care and teaching.
- ✓ Disclosure for practitioner continuing professional development purposes or for quality improvement.
- ✓ Activities or processes necessary for the functioning of the organisation such as:
 - Administrative purposes such as billing, debt recovery and compliance with Medicare.
 - The organisation's management, funding, service-monitoring, complaint handling, planning, evaluation and accreditation activities;

- Disclosure to a medical expert (only for medico-legal opinion), insurer, medical defence organisation, or lawyer, solely for the purpose of addressing liability indemnity arrangements, for example in reporting an adverse incident;
 - Disclosure to a lawyer for the defence of anticipated or existing legal proceedings;
 - The organisation's quality assurance or clinical audit activities, where they evaluate and seek to improve the delivery of a particular treatment, service or practice management.
 - Disclosure to a clinical supervisor by a psychiatrist, psychologist or social worker.
- ✓ For research and quality assurance activities to improve individual and community health. Usually information that does not identify you is used but should information that will identify you be required you will be informed and given the opportunity to 'opt out' of an involvement.
 - ✓ There are circumstances where a medical practitioner is legally bound to disclose health/personal information. An example of this is the mandatory reporting of communicable diseases.

If you do not provide all or part of this information to our staff, you may experience an adverse outcome as a result of treatment that we either recommend or provide to you. While our staff will maintain the highest of professional standards in recommending and providing treatment to you, they will not be held liable for any adverse outcomes of treatment, that is directly caused by you not telling us all or part of this information.

Ocean Family Medicine has a privacy policy which is available to you at any time for no cost.