



Uniting Goulburn North East Our Privacy Commitment to Clients

Uniting Goulburn North East collects personal and health information for the purposes of providing services. We are committed to:

- Upholding your right to privacy and confidentiality.
- Collecting only information that is needed in providing services to you and legitimate secondary purposes.
- Only using your personal and health information for the primary purpose for which it was collected (or as permitted by law) or for legitimate secondary purposes in a de-identified manner e.g. service planning.
- Ensuring information held about you is complete and up to date.
- Ensuring your personal and health information is only accessed by authorised staff.
- The secure and appropriate storage of your personal and health information.
- Secure disposal of your information once it is no longer required.
- Your right to access and correct information we hold about you (as permitted by law).
- Disclosure of your personal and health information to other parties only with your express consent (or as permitted by law).
- Ensuring your consent to disclose personal and health information to other parties is specific, informed and current and that you understand you can withdraw your consent at any time. To do this you only need to tell us.
- Responding to any concerns you have about your privacy and confidentiality in a positive way.

If you have any questions or concerns, you may discuss this with the staff you normally have contact with.

If you would like to access your records or make a complaint related to privacy please contact the Executive Officer on 03 5723 8000.