



# Privacy Policy



- I am dedicated to safeguarding your privacy and handling your personal information responsibly, in accordance with the Privacy Act (1988), the Privacy Amendment (Enhancing Privacy Protection) Act (2012), the Australian Privacy Principles, and relevant State and Territory privacy legislation (referred to as "privacy legislation").
- This Privacy Policy outlines how we collect, use, and disclose your personal information, as well as how you can access and request corrections to that information. It also explains the process for lodging a complaint if you believe there has been a breach of privacy legislation.
- This Privacy Policy is effective as of 28/11/2017. We may update our policy, processes, and systems related to how we handle your personal information. Any changes will be reflected in an updated Privacy Policy, which will be available on our website.
- I collect information that is necessary to provide you with medical care and treatment, and to manage the cosmetic clinic. This may include your name, address, date of birth, gender, health information, family history, credit card and direct debit details, and contact information. This data may be stored in electronic medical records system or as handwritten records.
- Whenever possible, I will collect information directly from you. However, in certain cases, we may also gather information from other sources, such as treating specialists, radiologists, pathologists, hospitals, other healthcare providers, and the My Health Record system.
- Information may be collected in various ways, including by phone, in writing, in person at our clinic, or online if you transact with us via our website. Both medical and non-medical staff may be involved in collecting this information.
- In emergency situations, I may need to collect information from your relatives or friends.
- I may also be required by law to retain medical records for specific periods, depending on your age at the time we provided services.
- I will treat your personal information as strictly confidential and will only use or disclose it for purposes directly related to your care and treatment, or in ways that you would reasonably expect as part of your ongoing care.
- There may be circumstances where I am legally obligated to disclose your personal information to third parties. These include, but are not limited to, Medicare, the police, insurers, solicitors, regulatory bodies, tribunals, courts, hospitals, debt collection agencies, the electronic prescription transfer service, and the My Health Record system. I may also provide anonymised statistical data to third parties for research purposes.
- I may disclose your information to external contractors to perform services on our behalf, such as IT service providers, solicitors, or debt collection agencies. We require these contractors to maintain strict security and confidentiality standards when handling your personal information and restrict them from using your information for any purposes other than those necessary to carry out the requested activities.