**Murrumbidgee Nutrition Privacy Policy**

**2022**

When you attend a nutrition consult you provide consent for our staff to use your personal information in order to manage your health and for improving the quality of our services.

**We may collect:**

* Name, date of birth and contact details
* Relevant history (medical issues, medications, blood test results)
* Medicare number and health fund details
* Details of your nutrition consults
* Names of other health professionals involved in your care.

This is collected from you directly or from the medical centre practice software as a result of your consult.

You have the right to deal with us anonymously or under a pseudonym unless it is impracticable for us to do so or unless we are required or authorised by law to only deal with identified individuals.

**We sometimes share your personal information:**

* with third parties who work with our practice for business purposes, such as accreditation agencies or information technology providers and with other healthcare providers
* when it is required or authorised by law (eg court subpoenas)
* when it is necessary to lessen or prevent a serious threat to a patient’s life, health or safety or public health or safety, or it is impractical to obtain the patient’s consent
* to assist in locating a missing person
* to establish, exercise or defend an equitable claim
* for the purpose of confidential dispute resolution process
* when there is a statutory requirement to share certain personal information (eg some diseases require mandatory notification)

Other than for these reasons we will ask your consent to share your information.

Your information will be stored electronically which is password protected.

You can access your information with a request in writing to [lbaulch@internode.on.net](mailto:lbaulch@internode.on.net). You can also email a complaint to this address.

Only people who need to access your information will be able to do so. Other than in the course of providing medical services or as otherwise described in this policy, our practice will not share personal information with any third party including any marketing without your consent. We will not share information with anyone outside Australia (unless under exceptional circumstances that are permitted by law) without your consent.

This privacy policy will be reviewed and updated as required.

**Disclaimer**

The *Privacy policy template for general practices* is intended for use as a guide of a general nature only and may or may not be relevant to particular practices or circumstances. The Royal Australian College of General Practitioners (RACGP) has used its best endeavours to ensure the template is adapted for general practice to address current and anticipated future privacy requirements. Persons adopting or implementing its procedures or recommendations should exercise their own independent skill or judgement, or seek appropriate professional advice. While the template is directed to general practice, it does not ensure compliance with any privacy laws, and cannot of itself guarantee discharge of the duty of care owed to patients. Accordingly, the RACGP disclaims all liability (including negligence) to any users of the information contained in this template for any loss or damage (consequential or otherwise), cost or expense incurred or arising by reason of reliance on the template in any manner.