

PRIVACY POLICY INFORMATION

Fertility SA has developed a policy to protect patient privacy in compliance with the Australian National Privacy Principles and relevant State Guidelines.

We use this information pamphlet to inform you:

- That we ask for your consent to collect information about you to assist in your care.
- How we use this information to aid Fertility SA to care for you and to whom we may need to disclose it.
- At all times you may request access to the information we hold about you.
- That with a relationship of trust and confidentiality you may discuss any concerns you may have about how we manage your information.

Collection of information

It will be necessary to collect personal information from you and sometimes others associated with your health needs and for other associated administrative purposes.

Sensitive information

Information about your health is 'sensitive information' for the purposes of the Australian National Privacy Principles and relevant State Guidelines. This means we will ask for your consent to collect health information that is necessary to facilitate your treatment with Fertility SA.

Use and disclosure

Your personal health information is used directly or disclosed for the purpose of assisting your treatment. To offer the highest quality and continuity of care we may need to share information with other health care providers.

Data quality

All of your gathered information relevant to providing assisted reproductive technology treatment and associated health care will be maintained in a safe, accurate and current form.

Data security

Your personal health information and when necessary the transfer of health information will be undertaken in a manner that protects your privacy. It will be necessary for Fertility SA to store your health record for as long as required by law.

Individual's privacy is protected Australia wide. Fertility SA will take all precautions to send your information interstate in a manner to maintain your privacy.

Access

If required you may request access to your health information held by Fertility SA.

- Please advise us if an amendment is needed to your personal information that is incorrect.
- There are some circumstances where access is restricted. There are reasons for no access and these can be explained if requested.
- If the Unit incurs costs for supplying access these will be charged to you.
We acknowledge the right of children to privacy of their health information. The treating Doctor based on professional judgement and consistent with the law, may restrict access to personal health information by parents and legal guardians.
- A financial record is always available upon request.
- It is the patient's responsibility to advise Fertility SA of any change in your relationship status.
- If requested we will make your health information available to another health provider.

Identifiers

These are the unit numbers that we can use to identify patients with or without the use of a name. We use the identifier to fulfil our obligations with Commonwealth Government Agencies.

Anonymity

Due to the context of assisted reproductive technologies it is not practical or possible for Medicare, insurance rebate purposes or treatment to support an anonymous approach to care. We therefore are unable to facilitate the anonymous use of patient information.

Client concerns

Please discuss any concerns you may have in relation to the use of your individual information with the Medical director of Fertility SA. You may seek advice from:

- Office of the Privacy Commissioner FREECALL 1300 363992 or
- The South Australian Health & Community Services Complaints Commissioner
FREECALL 1800 232 007

Fertility SA will respect the privacy of every client. Your health information will be treated in accordance with the requirements of the Australian National Privacy Principles set out in the Privacy Amendment (Enhancing Privacy Protection) Act 2012 which amends the Privacy Act 1988.

The circumstances where Fertility SA may need to disclose your health information are typically:

- Treating Specialists
- With your General Practitioner or Referring Doctor
- With service providers such as radiographers pathologists and allied health professionals
- Health funds
- Billing and debt recovery
- Committees for quality assurance and audit data. Statutory and Public Health reporting requirements
- Research relating to treatment
- Affiliated hospitals and universities.