

The Federal Privacy Act (Act), Privacy Amendment (Enhancing Privacy Protection) Act 2012, has set out 13 legally binding Australian Privacy Principles (APPs), which apply to health service providers, updated on 12<sup>th</sup> March 2014.

The aim of the Act is to ensure standards and protection for the handling of personal information, including health information.

Whilst EMI adheres to patient confidentiality standards set by medical and professional codes of conduct, the Act places a further obligation upon EMI to protect the privacy of our patients' information.

You may complain to the Privacy Commissioner if you think EMI has breached your privacy rights, and get redress if the breach is proven.

Office of the Australian Information  
Commissioner  
GPO Box 5218  
Sydney NSW 2001  
Privacy Hotline 1300 363 992  
Website [www.aaic.gov.au](http://www.aaic.gov.au)



**ENVISION MEDICAL IMAGING IS  
COMMITTED TO PROTECTING  
YOUR PRIVACY**

**Envision Medical Imaging  
178-190 Cambridge Street  
Wembley WA 6014  
Telephone 08 6382 3888  
Facsimile 08 6382 3800**

**PROTECTING YOUR PRIVACY**

**PRIVACY ACT  
PATIENT INFORMATION BROCHURE**

## COLLECTION

EMI respects your right to know what health information is being collected by EMI and to determine how such information is used or disclosed.

EMI may collect the following health information about you:

- name, address and contact details
- medical history
- Medicare number
- family, social and employment history and circumstances
- health services requested and the outcomes or results
- expressed wishes about the future provision of health services

EMI will only collect health information that is necessary for the purpose for which it is collected (see further below under '*use and disclosure*'), and does so in a way that is lawful, fair and not unreasonably intrusive.

## MISCELLANEOUS

Any questions about EMI's Privacy Policy or complaints can be raised with EMI's Operations Manager.

## USE AND DISCLOSURE

EMI can only use or disclose your health information:

- for the **primary purpose** for which it was collected; or
- for **directly related secondary purposes** which are within your reasonable expectations; or
- in a manner for which you have given consent; or
- in other specific ways identified under APP6.

*What is the primary purpose?*

The most important health information that EMI collects is the results of the tests conducted. Such results are usually contained in an x-ray or scan, or are reproduced in a report prepared by the radiologist.

**Therefore, the *primary purpose* for which such health information is collected by EMI is for diagnosis.**

## STORAGE AND DATA SECURITY

EMI has procedures in place to store your health information:

- (a) in paper based and their hard copy documents located securely within the practice. All EMI sites have security alarms, which are in operation outside business hours,
- (b) in electronic databases in a secure environment; and
- (c) in a dedicated archive storage facility.

Such records are only accessible by those persons who require access to that information for the purpose of carrying out their employment.

## GENERAL ACCESS

You have the right to access health information held by EMI. You do not have to provide a reason for requesting access.

EMI asks that you complete an *Access Request Form*, in order to ensure that you are given the correct health information, however, you do not have to. Proof of identity will be required.

A receipt for requests for access will be sent to you within 14 days. Processing of applications is normally completed within 30 days.