

PRIVACY POLICY

Repromed will respect the privacy of every Repromed patient. Repromed will treat their patient's personal and health information in accordance with the requirements of the National Privacy Principles under the Privacy (Private Sector) Amendment Act 2000 (Cth) relevant State Guidelines and the Reproductive Technology Act 1988.

In order to provide high level assisted reproductive technology treatment ('treatment') to its patients, Repromed is required to collect personal information from patients and others associated with the patient's healthcare for a variety of purposes. This information will be used and disclosed for purposes directly related to a patient's treatment and care. The typical circumstances in which Repromed will use and disclose a patient's health information are as follows:

- Dealings with the treating specialists
- Dealings with the patient's General Practitioner/Referring Doctor
- Dealings with service providers such as pathologists, radiographers and allied health professionals
- Dealings with a patient's health fund/insurer
- Billing/debt recovery
- Repromed Committees – Quality Assurance/Risk Management/Clinical Review Processes
- Statutory/Public Health Reporting Requirements
Example: Provision of identifying and non-identifying data to ANZARD for compilation of statistics by the Australian Institute of Health and Welfare National Perinatal Statistics unit
South Australian Council of Reproductive Technology (SACRT), Infertility Treatment Authority (ITA), Northern Territory Government
- External auditing bodies
Example: Reproductive Accreditation Committee (RTAC) of the Fertility Society of Australia (FSA), SAI Global Quality Assurance for ISO

- Research relating to treatment
- Dealings with Affiliated Hospitals and Universities
- Accreditation

Patient's health information will be available for any patient to read upon request and in writing to the Medical Director.

Repromed commits to ensuring that all patients' personal information is accurate, complete and up-to-date.

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repromed



Privacy policy
information

Repromed is committed to best possible outcomes for Repromed patients requiring health care assistance. Consistent with our commitment to quality care Repromed has developed a policy to protect patient privacy in compliance with the National Privacy Principles and relevant State Guidelines.

OUR POLICY PAMPHLET INFORMS YOU:

- That Repromed requires your consent to collect personal and health information. Therefore you will be required to sign a Privacy Consent indicating any privacy conditions
- Why Repromed needs to collect your information
- How your information will be used or disclosed by Repromed
- To whom the information may be disclosed
- That you may request access to your information
- That you may discuss any concerns you have about how Repromed manages your information.

COLLECTION

It is necessary for Repromed to collect personal information from patients and sometimes others associated with their health care. Information is also collected for administrative purposes.

SENSITIVE INFORMATION

Health Information is 'sensitive information' for the purposes of the National Privacy Principles and relevant State Guidelines. This means that your consent will be sought to collect health information.

USE AND DISCLOSURE

A patient's personal health information is used or disclosed for purposes directly related to their care and treatment. In the interests of the highest quality and continuity of health care this may include sharing information with other health care providers.

A list of the typical circumstances in which patients' medical information will be disclosed and used is set out in the Repromed Privacy Policy.

DATA QUALITY

All patient information held by Repromed relevant to the functions of providing assisted reproductive technology treatment and associated health care will be maintained in a form that is accurate, complete and up-to-date.

DATA SECURITY

The storage, use and, where necessary, transfer of personal health information will be undertaken in a secure manner that protects patient privacy. It is necessary for Repromed to keep a record of patients information for as long as is required by law or is prudent having regard to administrative requirements.

OPENNESS

On request Repromed will inform patients of:

The type of information maintained;

The purposes of the information;

How Repromed collects, uses and discloses information.

ACCESS AND CORRECTION

Patients may request access to their personal information upon request and in writing to the Medical Director for the purposes of:

- Amending any personal information held that is incorrect
- There may be circumstances when access is restricted, and in these cases reasons for denying access will be explained
- A charge will be payable where Repromed incurs costs in providing access to patient information
- Repromed acknowledges the right of children to privacy of their health information. Based on the professional judgment of the treating doctor and consistent with the law, it might at times be necessary to restrict access to personal health information by parents or guardians
- If requested, a record of finances paid will be given to patients
- It is the patient's responsibility to notify Repromed of any change in their relationship status and if any amendments to conditions of disclosure of information

- If requested, a patient's health information can be made available to other health service providers. This can only occur if the patient has consented to the release of this information.

IDENTIFIERS

These are the Repromed Patient numbers that are used to identify patients with or without the use of a name. Repromed will limit the use of identifiers by Commonwealth Government agencies to those uses necessary to fulfil Repromed's obligations to those agencies.

ANONYMITY

A patient has a right to be dealt with anonymously, provided this is lawful and practicable. However, in the context of assisted reproductive technology treatment this is not practicable or possible for Medicare, health insurance management or treatment purposes and therefore Repromed cannot facilitate the anonymous use of patient information.

TRANSBORDER DATA FLOWS

Individual's privacy is protected Australia-wide by privacy laws. Repromed will take steps to protect patient's privacy if information is to be sent interstate or outside Australia.

PATENT CONCERNS

If a patient has any concerns relating to privacy issues, please contact the designated Privacy Officer on (08) 8333 8111. If there is no resolution to the issue the patient may seek advice from:

- Office of the Privacy Commissioner – FREECALL 1800 620 241; or
- Health & Community Services Complaints Commissioner (SA) – FREECALL 1800 550 552.

See reverse for the Repromed Privacy Policy.