

How can I access my information?

Under the Victorian Freedom of Information Act 1982 (FOI Act), you have the right to request access to documents held by Victorian public sector agencies, including records held by public hospitals. In order to access documents held by Peninsula Health under the FOI Act your request must be:

- in writing;
- sufficiently clear so that we are able to identify the document requested; and
- accompanied by the application fee, as applicable.

If there is information in your record which you believe is incorrect you can request an amendment under the FOI Act.

Who do I contact?

Privacy and Information Release Unit
Legal Services, Compliance and Risk
Peninsula Health
2 Hastings Road
Frankston VIC 3199.

Email: PIRU@phcn.vic.gov.au

Telephone: 03 9784 7748

Where can I find out more?

Further information can be found at the Office of the Victorian Information Commissioner's (OVIC) site.

<https://ovic.vic.gov.au/>

Alternatively, you can search 'information release' on Peninsula Health's website.

<http://www.peninsulahealth.org.au>

References

Freedom of Information Act 1982 (Vic)
Health Services Act 1988 (Vic)
Health Records Act 2001 (Vic)
Mental Health Act 2014 (Vic)
Privacy and Data Protection Act 2014 (Vic)
My Health Records Act 2012 (Cth)

peninsulahealth.org.au



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Authorising Department: Privacy and Information Release Unit

Disclaimer: The information contained in the brochure is intended to support, not replace, discussion with your doctor or health care professionals.

Peninsula Health
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Telephone (03) 9784 7777
www.peninsulahealth.org.au



What happens to your information?



What happens to my information?

When you become a patient at Peninsula Health, we create an electronic medical record where information about you, and the health services provided to you are stored.

We are required to store the information we collect about you as outlined in the Health Records Act 2001 (Vic).

Each time we collect information about you, or provide a health service to you, this medical record is updated.

If required, some information may also be included on clinical databases.

Why is this information needed?

We need to collect information about you in order to provide you with timely, safe and effective health services.

How is my information protected?

We are committed to protecting the confidentiality of your health information. Both paper-based and electronic information we hold about you is stored securely.

Peninsula Health has legal obligations to protect your information. Any health and/or personal information held by Peninsula Health can only be collected, used, stored, disclosed and disposed of in accordance with these obligations.

Who can access my information?

- Peninsula Health staff can access information about you if it is required for a health service function.
- Other health service providers including your General Practitioner (GP) if this is necessary for your further treatment. **Please advise us if you do not consent to information being provided to your GP and/or other health care providers**
- If you have a My Health Record your hospital discharge summaries and radiology reports will be automatically uploaded. Your pathology results may also be included.

We respect your right to refuse information being sent to your My Health Record. Therefore, if you do not want information uploaded to your My Health Record you need to tell us at **every attendance**. Please ask us for a Refusal to Release Information form.

If you do not fill in this form, we will assume that you agree to the release of your information as explained in this brochure.

If you have any concerns about your information being shared, please speak to a member of your health care team.

When does Peninsula Health share my information?

Peninsula Health only shares information about you with your consent or if we are otherwise legally permitted to do so. For example:

- to comply with a Court Order;
- to report a notifiable disease to the Department of Health;
- other Government Authorities (i.e. Births, Death and Marriages, child protection, the Coroner, Australian Statisticians etc.);
- your carer, parent, guardian or nominated person;
- for quality and safety improvement purposes.