



Privacy Policy and Collection Statement for Brain Treatment Centre Australia

BTC has developed a policy to protect client privacy in compliance with Australia's privacy legislation.

Collection and use of your information

To provide a quality on-going care service, BTC collects information about its clients. Sensitive information such as your current and previous medical conditions and family health history are necessary to provide an appropriate treatment and ongoing care. Other personal information is required so we can contact you about your treatment and for billing purposes.

Disclosure of your Information

To provide continuity of care, the information we collect about you may be shared with other health care providers (doctors, hospitals, pathologists, specialists etc.). In particular WaveNeuro our partner company in the US. Upon request, relevant information will be made available to another health service provider but no additional unnecessary information is given.

"Your Health record is a confidential document. It is the policy of BTC to maintain security of personal health information at all times and to ensure that this information is only available to authorised members of staff."

Our clinicians may be legally bound to disclose your information in certain situations such as for medical defence purposes. Records must also be disclosed under court orders, subpoenas, search warrants and Coroner's Court cases.

Children and other dependant relatives also have the right to privacy of their health information. Access by other individuals (e.g. Parents, guardians, carers etc.) will be determined by Health and legal privacy requirements and each request for access will be addressed individually.

If research is conducted, then each patient provides informed consent for his/her personal health information to be released.

Data Quality and Security of your Information

It is the policy of BTC to maintain accurate, up-to-date and complete records. You can help us in this task by informing us of any changes to names and contact details.

**19-31 Dickson Road
Morayfield, QLD 4506
P 1300 428 228**

info@braintreatmentcentre.com.au



Your information may be stored on paper and/or in electronic formats.

It is the policy of BTC to protect your information from loss and unauthorised access, modification or disclosure.

Your information will be kept for at least as long after your last attendance as is legally necessary or required for administrative purposes. If your information is no longer needed after this time, it will be destroyed in a secure manner.

Access and Correction of your Information

Under Australia's privacy legislation, you have the right to access your information. You do not need to give a reason for the request and the request does not have to be in writing. You can ask to view your information or have a copy of all, or part, of your records. You are able to have incomplete or inaccurate information amended. There are some circumstances, such as for legal reasons, where access to your information will be denied, but if this is the case, you will be advised of the reason.

For further information ask your clinician. Usually information is available within 30 days of lodging a request form. Nominal administrative charges may apply.

Consequence of not providing all or part of the information requested

There may be serious repercussions if we do not know who you are, how to contact you or be able to contact you in a timely manner. Withholding personal health information from your clinician or others involved in your health care may put your life or health at risk.

If you have any questions about how we handle your personal health information or need to arrange access to your records, please talk to your clinician or one of our caring staff:

To brain Treatment Centre:

Phone 1300 428 228

or email pm@braintreatmentcentre.com.au

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