

# **Meadows Family Doctors**

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# Privacy Policy and How your information is Handled

At Meadows Family Doctors, we are committed to protecting your personal and health information.

This practice complies with the Privacy Act 1988 and Australian Privacy Principles.

#### Collection:

We collect health information to provide safe and effective medical care.

# Use and Disclosure:

Your health information is used for your ongoing care and may be shared with other health professionals with your consent

# Storage and Security:

Records are securely stored electronically. Access is limited to authorised staff only.

# Access to Records:

You may request a copy of your health records in writing. Proof of identity will be required.

# Retention and Destruction:

Health records are retained for a minimum of seven years (or until a child reaches 25 years of age).

When no longer required, records are securely destroyed in accordance with legal requirements.

## Contact:

If you have concerns about privacy, please speak to reception or our practice manager on the phoe number above.