PRIVACY STATEMENT

Koomarri respects the privacy of service users and has a privacy policy to ensure that personal information is collected and handled in a manner consistent with the principles set out by the Office of the Australian Information Commissioner and relevant federal and ACT legislation.

You can request the full privacy policy free of charge by contacting us at 02 6280 6143 or by emailing us at feedback@koomarri.asn.au.

Collection of personal information

Koomarri will only collect information that is relevant to the needs of service provision for the individual. Koomarri will always endeavour to obtain personal information directly from the individual concerned and/or their guardian/family.

Use and disclosure of personal information

Koomarri will only use or disclose personal information for the purpose(s) originally explained when the information was collected, and for any related purpose that would reasonably be expected by both the individual and/or their guardian/family concerned and Koomarri.

Disclosure of personal information will only occur with the written consent of the service user and/or their guardian.

Koomarri will not disclose any personal information without your consent, unless we are authorised or required by law.

Storage, security and access of personal information

Koomarri will take all reasonable practical steps to protect all personal information in its possession, and ensure the integrity of the information.

Only those employees that have direct authority by Koomarri to access the relevant personal information may do so.

An individual (or duly authorised person) whom Koomarri holds personal information about may apply, in writing, to gain access to that information by completing the appropriate access form and addressing it to the relevant manager. This form is known as the 'Access to Client File Information'.

More information

If you require more information about Koomarri's privacy practices, please refer to our privacy policy or contact Koomarri at feedback@koomarri.asn.au with 'Privacy Matters' in the subject line.