



PRIVACY POLICY

Purpose

This Privacy Policy is to ensure that, when dealing with AHS, you are comfortable in entrusting your health information to us. This Privacy Policy contains details about the collection, use and disclosure of your personal information and how AHS deals with this data.

This Privacy Policy describes how AHS protects and manages your personal information and complies with the Australian Privacy Principles contained in the *Privacy Act 1988*.

At AHS we take your privacy seriously. Any information we obtain from you is solely for the purposes of ensuring your safety, determining the optimal treatment plan for you, contacting you or offering you any of our services, and will be kept confidential at all times.

Your personal information and contact details will never be sold or offered to any other organisation.

What information AHS collects and holds

AHS will collect your personal information in order to provide services to you.

Personal Information includes, but is not limited to, the following:

- Names, addresses and contact details;
- Medical and Health history;
- Sporting, recreational and other interests;
- Family and emergency contact details

How AHS collects your Personal Information

We don't collect personal information without your knowledge.

AHS may collect your Personal Information in a number of ways including, but not limited to:

- Directly from you, for example:
 - the information you provide to AHS in any health Information Sheet;
 - during the course of providing services to you;
- From your guardian or responsible person (where practicable and necessary).



Use of information

AHS may use your Personal Information only for the following purposes:

- To provide services to you;
- To contact family in an emergency
- To inform you of any promotions that we may run
- To update you on our services
- To send you a newsletter

We don't sell, rent, or give your personal information to unrelated third parties without your prior permission unless required by law.

If you wish not to be contacted by AHS for marketing, please email us to request that your information is removed from our marketing database.

How AHS holds your Personal Information

AHS may store your Personal Information in various forms including:

- Paper records;
- Electronic format;
- Multi media – videos and photographs.

AHS takes reasonable steps to maintain the security of your personal information and to protect it from unauthorised disclosures. AHS will not hold financial statements or credit card details.

We take reasonable steps to both protect your personal information and to destroy or de-identify it when it is no longer required, including through a range of physical and electronic security measures.

All video and photographic recordings are deleted once analysis is complete.

When AHS discloses your Personal Information

AHS may disclose your Personal Information:

- To your authorised representatives or advisers, or otherwise when you ask AHS to do so;
- When there is a statutory requirement for AHS to do so. In these circumstances, AHS will notify you that there is a statutory requirement to disclose certain personal information;
- To law enforcement and national security agencies and other government and regulatory authorities as required or authorised by law.



How you may access or correct personal information or make a privacy complaint

If you wish to access any of your Personal Information held by AHS or would like to correct any errors in that information, please contact AHS by:

Contact: MR J BRADLEY
Phone: 0419800978
Email: ahstherapies@gmail.com

You may also use these contact details to notify AHS of any privacy complaint that you may have against AHS, including if you think that AHS has failed to comply with the Australian Privacy Principles (APP) or any binding APP code that has been registered under the Privacy Act.

This privacy policy may sometimes be updated. Please read our privacy policy regularly to ensure you are familiar with our latest policy information. We aim to provide you with the most up to date and accurate information on our site at all times.