



Privacy Management Annual Report 2017-18

This report is produced by South Eastern Sydney Local Health District in accordance with annual reporting obligations regarding privacy matters contained within Section 6 of the *Annual Reports (Departments) Regulation 2015*, and Section 10 of the *Annual Reports (Statutory Bodies) Regulation 2015*.

1 Report Contents

The district is proudly committed to safeguarding the privacy of health and personal information, and has implemented a range of measures to comply with its obligations under the *Health Records and Information Privacy Act 2002* and the *Privacy and Personal Information Protection Act 1998*.

Privacy matters are addressed from a range of different perspectives within the district, including:

- Delivery of on-demand, tailored privacy training and resources for staff by the Privacy Contact Officer (PCO)
- Privacy Awareness Week activities
- Privacy related communications from the Chief Executive
- Specialist privacy advice and consultation for internal stakeholders through the PCO
- PCO participation in privacy networking and professional development
- Utilisation of NSW Ministry of Health privacy resources including:
 - Privacy leaflet for patients and staff
 - The Privacy Management Plan
 - Mandatory Health Education and Training Institute (HETI) privacy training
 - Privacy policies and procedures
 - Embedding privacy website links in internal and external webpages
 - Advice from privacy officers.

1.1 Highlights and achievements

- Preparation for the national expansion of My Health Record
- Consideration of changes to the Federal Privacy Act 1988 concerning mandatory data breach notifications
- No applications for privacy internal review.

1.2 Privacy Complaints

Privacy matters may be managed in accordance with a range of policies including the *Privacy Internal Review Guidelines NSW Health*, the NSW Health Policy Directive *PD2006_073 Complaint Management Policy* and related information

management policies. Where an application for a privacy internal review is made, efforts are made to demonstrate to an applicant the difference between the processes, to enable an informed choice in the management of their complaint.

1.3 Privacy Internal Review

South Eastern Sydney Local Health District did not receive any applications for a privacy internal review in the 2017-18 reporting period.



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