Email Privacy Policy



Privacy Policy

When you register as a patient of our practice, you provide consent for our GPs and practice staff to access and use your personal information so they can provide you with the best possible healthcare. Only staff who need to see your personal information will have access to it. If we need to use your information for anything else, we will seek additional consent from you to do this.

Our practice will need to collect your personal information to provide healthcare services to you. Our main purpose for collecting, using, holding and sharing your personal information is to manage your health. We also use it for directly related business activities, such as financial claims and payments, practice audits and accreditation, and business processes (e.g. staff training).

If you would like a copy of our privacy policy it is available at the reception desk.

Email Policy – Important Information

While we are happy to receive emails from patients and colleagues we prefer telephone communication. We are unable to book appointments via email, please phone the practice to make an appointment Ph: 07 5541 3111 or visit our website to book online – <u>www.beaudesertfamilypractice.com.au</u>

We request you <u>NEVER use email communication for URGENT PROBLEMS</u>, please call the practice or attend your nearest Emergency Department.

Emails are not considered to be a secure form of communication, so confidentiality cannot be guaranteed even though our practice uses emails that are encrypted. If we receive an Email from you, we will assume you accept that email is an acceptable method of communication.