



BRAESIDE
DENTAL SURGERY

NOTICE FOR PATIENT

Your Privacy

We respect your rights to privacy and we have systems in place to ensure we comply with the Australian Privacy Principles. This statement is a brief summary of our practices's privacy policy. Our complete policy is available on request.

Our practice Braeside Dental Surgery A.B.N. 74 509 804 583 trading as Braeside Dental Partnership collects health information about you in order to provide you with dental services. Personal information collected such as your name, address, contact details, health insurance and financial details are also used to address accounts to you, process payments, collect unpaid invoices via an external collection agency and to contact you about our services and any issues affecting your health care.

We may collect your health information from other health care professionals, or disclose it to them if, in our judgement, it is necessary in the context of your care.

If you choose not to provide us with information relevant to your care, we may not be able to provide a service to you, or the service we are asked to provide may not be appropriate for your needs. Importantly, you could suffer some harm or other adverse outcome if you do not provide us with the relevant information.

We will securely store your records, such as x-rays, treatment and personal details, and any other material relevant to your care. Our complete privacy policy sets out how you can access or seek correction of your records.

Our privacy policy details how you can lodge a privacy complaint and how we will deal with such a complaint.

For administration purposes, we may rely on service providers located outside Australia. We will take responsible steps to ensure that any offshore data transfer complies with Australian privacy laws. Whilst our practice takes all reasonable steps to ensure security of your information, we cannot guarantee secure transmission of information over the internet.

Our practice Practice Manager can be contacted at the practice during business hours if you have any concerns or questions about a privacy matter contact Kristin Smith via email: office@braesidedental.com.au or phone: (03) 6334 0788.