## PRIVACY & CONFIDENTIALITY



## **PRIVACY**

When young people are referred to Orygen Youth Health (OYH), their referral is formally registered on a database. If young people are seen for an assessment, and ongoing treatment, a medical record will be created and kept. This medical record is kept under strict procedures that are put in place to ensure only the health professionals providing care to this person can see this record.

The law requires that staff create and maintain records of their contact with a client. This means that anyone who works at OYH who has contact with a young person can access their file and make notes. The law also controls the way that medical records can be accessed.

If you would like to access a copy of your medical record, you can make an application in writing to the Health Information Manager.

## CONFIDENTIALITY AND DUTY OF CARE

Things that you tell a worker at OYH are confidential. This means staff can't share information about a young person's difficulties and treatment to other people, without the young person's permission.

Protecting privacy and confidentiality is very important. Protecting people's safety is also very important. If a worker has concerns about a young person's safety or the safety of someone else, they may share information to try to ensure the safety of the young person. This is called Duty of Care.

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