



## Privacy and Consent - OTIiS Services

The privacy of the customer's personal and business information is a priority of OTIiS. OTIiS adheres to the National Privacy Principles for the handling of personal information under the Privacy Amendment (Private Sector) Act 2000 which came into force on 21<sup>st</sup> December 2001.

Personal or business details of the customer (as identified in Logging a service request with OTIiS) are routinely collected in order to provide services under the OTIiS services. Please be aware that OTIiS may not be able to provide services requested if the customer does not provide information requested.

At no time does OTIiS make available personal or business information of customers collected through the OTIiS services to third parties without written approval or consent from the customer.

**Confidentiality and privacy will be maintained at all times. Confidential information is and will be the sole and exclusive property of the practice/customer. Sutherland Division OTIiS services will not use any confidential information for benefit of any person except the practice/customer. Upon job completion there will be no traces of data at the Division.**

*Yes, I have read the above information and understand/agree to the above conditions:*

\_\_\_\_\_  
Customer Signature:

\_\_\_\_\_  
Date:

*Yes, I abide by the statement outlined above:*

\_\_\_\_\_  
OTIiS IT Support Officer Signature  
Sutherland Division of General Practice

\_\_\_\_\_  
Date: