



General practices play a fundamental role in ensuring the privacy of a patient's personal information, and must comply with privacy legislation to ensure sensitive clinical and business information remains protected.

## Privacy legislation and Australian Privacy Principles (APPs)

**It is essential to familiarise yourself with the all of the APPs. The three listed below have undergone significant changes and/or are new to the Privacy Act 1988:**

**APPs 8 and 11** – Cross border disclosure of personal information

**APP 5** – Third parties accessing information

**APP 7** – Using data for direct marketing purposes

For information in undertaking a periodic, structured risk assessments of your computer and information security, refer to the RACGP's Computer and information security standards (CISS) Template 2 at [www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf](http://www.racgp.org.au/download/Documents/Standards/2013cisstemplates.pdf)

For a review of the current privacy legislative framework, including the APPs and the various health records acts, refer to the RACGP's Handbook for the management of health information in general practice at [www.racgp.org.au/download/Documents/e-health/Handbook-for-the-management-of-health-information-in-general-practice.pdf](http://www.racgp.org.au/download/Documents/e-health/Handbook-for-the-management-of-health-information-in-general-practice.pdf)

The RACGP has provided new and revised resources to ensure general practices are not exposed to breaches of privacy and feel comfortable navigating the new principles. For access to the compliance matrix and privacy policy templates, refer to the RACGP website at [www.racgp.org.au/your-practice/e-health/protecting-information/privacy/](http://www.racgp.org.au/your-practice/e-health/protecting-information/privacy/)

For a general overview of the changes to the APPs and your legal obligations, along with links to government resources, refer to the RACGP's Digital Business Kits Topic 3.2 at [www.racgp.org.au/digital-business-kit/privacy/](http://www.racgp.org.au/digital-business-kit/privacy/)

## Research requirements and de-identified (secondary use of) data

For a strategy framework, principles papers and more information around managing the use of your data for secondary purposes, refer to [www.racgp.org.au/your-practice/e-health/gpdgc/](http://www.racgp.org.au/your-practice/e-health/gpdgc/)

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## Privacy requirements in general practice checklist

Date of completion

Name of practice

Our general practice is committed to ensuring the privacy of patients' personal information. We are aware that we must comply with privacy legislation to ensure sensitive clinical and business information remains protected, including:

### **Privacy legislation and Australian Privacy Principles (APPs)**

APPs 8 and 11 – cross border disclosure of personal information

APP 5 – third parties accessing information

APP 7 – using data for direct marketing purposes

### **Research requirements and de-identified (secondary use of) data**

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## Notes