

WHAT DO YOU KNOW ABOUT PRIVACY OF YOUR INFORMATION?



This Document is about Your **Privacy**.



We store information like;

- Your name, address and phone number
- People who you are close to (mum, daughter...etc)
- Details about why and how we are helping you



This helps us to support you, and to check the quality of our services. We are responsible for keeping your information **safe**.



We use your information so we can work with you to design supports to suit you.



We only share your information if you say '**Yes**', or if there is a situation that makes us.



We only **share** your information

- with a **trusted** person
- when we need to so you can be safe
- with your permission to provide required information to NDIS or other government organisations

EASY READ DOCUMENTS



When asked to share you information you can say '**No**' or opt out of sharing it.



We keep your information safe so only those you say can see it.



You have several rights with your information:

- The right to see a copy of the information we hold about you
- The right to have inaccurate or incomplete information corrected by us
- The right to object to any information you think is inaccurate



If you want to see your information just ask your trusted person who will ask us.

WHAT DO YOU KNOW ABOUT YOUR RIGHTS?



This Document is about Your **Rights**.



Our laws need to respect the rights of people with disability.
You should be included in community life.
You have the same rights as everyone.



What are your **rights**?



You should be:

- safe in your home and anywhere else
- treated with respect
- part of your cultural community



You should be able to:

- participate in your religion
- express your sexuality
- communicate in your family's language

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You should be able to:

- make complaints
- able to say you want to go to another provider



You can tell us what you want and when you want it.



You can tell us what type of worker you want.

You can tell us how you want things done.



We will always follow your instructions, unless we feel that you may get hurt then we will talk to you or your trusted person about the risk.



We agree to follow your wishes and Charter of Rights.