



Research officer – personal information collection notice

27 April 2023

We, the Department of Health and Aged Care (**the Department**), run the National Occupational Respiratory Disease Registry (**National Registry**) for the Commonwealth Government.

The National Registry holds details on individuals with a work related respiratory disease. The main purpose of the National Registry is to prevent further worker exposure to hazardous agents that cause occupational respiratory diseases. Hazardous agents include dusts, gases, fumes, vapours, mists, fungi and fibres

By signing the consent form below, you are agreeing to the Department collecting your personal information from you or from your employer.

This notice deals with how the Department will handle your personal information. The law provides protections on the collection, use and sharing of your personal information. The legal protections include the *Privacy Act 1988* (**Privacy Act**) and the Australian Privacy Principles (**APPs**).

Why is my personal information needed?

We collect personal information under the *National Occupational Respiratory Disease Registry Act 2023* about people that access information from the National Registry.

What personal information do we need?

We need the following personal information about you:

- Your name, address and contact details
- The name and contact details for your organisation

Who will we share your information with?

We share your personal information with:

- your organisation;
- physicians who are treating patients who may be appropriate candidates for your clinical research;
- the Department's subcontractors that work on the National Registry; or
- where authorised or required by law.

We collect and use your personal information in the course of administering the National Registry. This includes assessing whether your application to undertake research using information from the National Registry.

We are unlikely to share your personal information outside of Australia.

What happens if I don't provide my personal information?

If you do not supply your personal information the department will be unable to provide you with access to information from the National Registry.

How safe will my information be?

Under the Privacy Act, we must take reasonable steps to protect your personal information, including the secure storage of your personal information.

Our privacy policy

You can get more information at: <https://www.health.gov.au/resources/publications/privacy-policy>

If you wish to complain about the handling of your personal information, you can contact the Department:

- by telephone: 02 6289 1555, or
- by email: privacy@health.gov.au.

Consent

I consent to *(please check the box to give your consent)*

the Department collecting my personal information from me or my employer for the purposes set out in the above collection notice.

.....
SIGNATURE

.....
FULL NAME

.....
DATE SIGNED

After signing, please return this form to the Department.