



24/7 registered nurse responsibility exemption change of circumstances – APP 5 Notice

Who is collecting your personal information?

Your personal information is being collected by the Department of Health and Aged Care (the department).

Is the collection authorised or required by law?

The collection of this information is required by the *Aged Care Act 1997* and the *Quality of Care Principles 2014*.

Why does the department collect your personal information?

We collect personal information in the 24/7 Registered Nurse Responsibility Exemption change of circumstances form (<https://www.health.gov.au/resources/publications/247-registered-nurse-responsibility-exemption-change-of-circumstances-form>) for the purpose of determining your residential facility's eligibility to maintain an exemption from the 24/7 registered nurse responsibility.

Your personal information may also be used for other purposes such as undertaking monitoring activities to ensure that your residential facility remains eligible for an exemption.

What would happen if the department did not collect your personal information?

If you do not or are unable to provide your personal information the department will not be able to consider your ability to maintain an exemption from the 24/7 registered nurse responsibility.

Who will the department disclose your personal information to?

The department may disclose information collected in 24/7 Registered Nurse Responsibility Exemption change of circumstances form to the Aged Care Quality and Safety Commission (the Commission) for the purposes of enabling the Commission to undertake monitoring and compliance activities, where an exemption from the 24/7 registered nurse responsibility is still in effect.

Access to and correction of your personal information

The department's privacy policy contains information about how you may access and seek correction of personal information about you that is held by the department.

Privacy complaints

The department's privacy policy contains information about how you may complain about a breach of the Australian Privacy Principles or the *Australian Government Agencies Privacy Code* and how the department will deal with complaints.

Overseas disclosure of your personal information

The department will not disclose your personal information to any overseas recipients.

Further information

You can read the department's privacy policy [here](#). You can obtain a copy of the department's privacy policy by contacting the department using the contact details set out at the end of this notice.

Contact details

If you wish to contact the department about a privacy-related matter, including questions about this notice, please contact the department's Privacy Officer by one of the following methods:

- **Post**
Privacy Officer
Department of Health and Aged Care
23 Furzer Street
WODEN ACT 2606
- **Email**
privacy@health.gov.au
- **Telephone**
02 6289 1555