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| Department of Health and Aged Care Crest  **Long-Form Privacy Notice** Medical Costs Finder digital information session | |
| **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?** | N/A |
| **Why does the department collect your personal information?** | We collect personal information for the purpose of registering you to attend a Medical Costs Finder digital information session on Webex.  When you register, you will be required to indicate your:   * name * email   You may also be asked to specify your:   * job title * practice/company/organisation * phone number * state/territory where you are located * where you heard about the digital session.   Some questions may be optional. Unless the question is mandatory, you can answer as many applicable questions as you are comfortable with.  Your personal information may also be used for other purposes such as:   * informing you about future events or updates * helping us understand who participates in each digital session * providing follow-up resources from the registered digital session. |
| **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 be unable to register you to attend the digital session. |
| **Who will the department disclose your personal information to?** | We will not disclose your personal information to third party recipient entities, bodies or persons. |
| **Access to and correction of your personal information** | The department’s [privacy policy](https://www.health.gov.au/using-our-websites/website-privacy-policy?language=und) contains information about how you may access and seek correction of personal information about you that is held by the department.  You can contact us to access your personal information or correct it. The [privacy policy](https://www.health.gov.au/using-our-websites/website-privacy-policy?language=und) includes more about this process. |
| **Privacy complaints** | The department’s [privacy policy](https://www.health.gov.au/using-our-websites/website-privacy-policy?language=und) 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** | We will not disclose your personal information to any overseas recipients. |
| **Further information** | You can read the department’s privacy policy [here.](https://www.health.gov.au/using-our-websites/website-privacy-policy?language=und) You can obtain a copy of the APP privacy policy by contacting the department using the contact details set out at the end of this notice. |
| **Consent** | By providing your personal information, you consent to the Department of Health and Aged Care collecting this personal information about you.  If you provide the personal information of other individuals, for example if you are registering others to attend the digital session, you must obtain their consent to our collection of their personal information and draw their attention to this privacy statement. |
| **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](mailto:privacy@health.gov.au) * **Telephone** 02 6289 1555 |