

***This information describes how your health information may be used and disclosed and how you can get access to this information. Please review it carefully.***

Your health information is information about you collected by Victorian Centre for Mental Health and Melbourne DBT Centre in providing a health service to you. Typically, it includes information relating to your symptoms, examination, test results, diagnosis, treatment, and care information as well admission and registration information.

Victorian Centre for Mental Health proposes to collect health information from you for the following purposes:

- To process your registration, admission and discharge,
- To ensure that each health care professional involved in your care has all the facts relating to your consultation and/or procedure.

The intended recipients of your health information are:

- Staff involved in your care at Victorian Centre for Mental Health
- Data service providers engaged by Victorian Centre for Mental Health from time to time,
- Department of Health and Human Services, Approved Accrediting Agencies and other governmental departments or legal entities, where disclosure is obliged by law, and
- Staff at selected pathology and other health services if required.

The supply of the information by you is voluntary, except where required by law. However, should you not supply the information, or supply only part of it, it may compromise your future care or treatment, particularly where the information is necessary for your required care or treatment.

If you have already provided information and consent for its use and disclosure, but you have changed your mind, you can make written application to revoke your earlier consent.

You have the right to request access to, and to request correction of, your health information in accordance with the relevant legislation. Further information about these procedures and privacy protection in general is available from our Privacy Officer. A fee for providing the access to your information may also be charged.

You can be assured that the privacy and confidentiality of the health information held about you will be respected.

**For all enquiries about Privacy Information:**  
**in person or by email to**  
[\*\*manager@vcmh.com.au\*\*](mailto:manager@vcmh.com.au)