



## PRIVACY POLICY

Your privacy is important to Sports Physio & Active Rehab (SPAR) and/or Macedon Ranges Children's Therapy (MRCT). This privacy statement provides information about the personal information that SPAR/MRCT collects, and the ways in which SPAR/MRCT uses that personal information.

We do not hold personal contact information about you unless you have elected to receive services at SPAR/MRCT. All information is collected and maintained with the greatest care, using secure servers, in compliance with all current State and Federal privacy legislation.

We may ask you to provide personal details so we can deal with your queries, allocate appropriate appointments and communicate effectively with you regarding your treatment. In addition we may provide newsletters, updates or invitations to provide feedback on our services. We may communicate with you via telephone, email, SMS or mail, according to your preference or availability. Please indicate if you do not wish SPAR/MRCT to use a particular method, or if you wish to opt out of communications not directly related to your treatment.

It may be necessary to communicate with other health care professionals/education providers regarding your care, but this is always done with your express permission, and only between accredited professionals. Information to a third party, such as an insurer or lawyer is only provided on our receipt of a Release of Information Document, signed by you.

We may request permission to take photographs/videos of you. These are to assist your treatment planning and to record progress. They are stored securely with your clinical notes and patient records. We may ask your permission to use these images for teaching purposes.

All members of our staff are bound by a strict confidentiality agreement which extends within and beyond their time of employment with SPAR/MRCT.

SPAR/MRCT may update this privacy policy by posting a new version on our website. Please check this page occasionally to ensure you are familiar with any changes.

www.sportsphysioactiverehab.com may contain links to other websites. SPAR/MRCT is not responsible for the privacy policies or practices of any third party.