

Privacy statement for ACHA's collection of COVID-19 vaccination information



This privacy statement explains how we (ACHA) will handle any personal information, consistent with our obligations under the Privacy Act 1988 (the Privacy Act), when we request your vaccination status for the purposes outlined in this notice. Please read the below information carefully before proceeding to disclose any of your personal information to ACHA.

Why is ACHA collecting COVID-19 vaccination information?

ACHA is responsible for providing a safe workplace across all of our sites and in doing so reduce the risk of transmission of COVID-19. ACHA recognises that COVID-19 is a highly contagious and potentially fatal condition and has developed COVID-19 Vaccination Policies to reduce the risk of COVID-19 transmission in the workplace and provide reassurance to our staff, credentialed practitioners, workers and patients that we are committed to keeping our people safe.

Implementation of ACHA's COVID-19 Vaccination Policies requires an understanding and active management of the vaccination status of individuals and, in many jurisdictions around Australia, collection of your personal information for this purpose is now required by law (i.e. government issued Public Health Orders).

What type of personal information will we collect?

ACHA will ask you to share your:

- Full Name
- Email
- Mobile number
- Employee number
- Primary Site or Service
- AHPRA Medical practitioner registration number (if applicable)
- Company name (applicable for contractors only)
- Vaccination status (including vaccine type, dates for first and second doses and appointment dates as applicable) and supporting documentation (i.e. Vaccination Certificate or AIR extract)
- Details for any valid exemption against being vaccinated (if any) and supporting documentation.

Who will access, use and/or disclose this information?

This information will only be accessible by a very limited number of qualified individuals who are required to support immunisation programs, reporting and management at ACHA. For example:

- National Infection Control;
- Quality Managers and Infection Control Co-ordinators;
- Directors of Nursing and the Executive Leadership Team including their administrators who are involved in reporting.

Importantly, anyone who will actively process this information is required to complete mandatory privacy training before doing so.

Vaccination information obtained by ACHA will be used to:

- improve ACHA's understanding of our workforce's current protection against the COVID-19 virus including where notifications and updates are required;

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- to assure compliance with ACHA's COVID-19 Vaccination Policies and/or any applicable Public Health Order, legislation or directive; and
- assist in our response to changes within our industry and the regulation thereof with respect to vaccine-preventable diseases such as COVID-19.

We also collect sensitive information (including details of whether a medical exemption exists) so that (to the extent permitted by law) de-identified reports can be provided to senior management and Government health agencies in your state or territory as may be reasonably required from time to time. Reporting is an important tool to support our community and governments in monitoring the progress and percentages of the COVID-19 vaccine rollout. Information collected will not be used for any other purpose without first seeking your consent, unless otherwise required by law. ACHA will handle any personal information collected in accordance with this statement and the ACHA Privacy Policy which can be found at this link: <https://acha.org.au/privacy-summary>.

How is your personal information kept secure?

The protection of your personal and sensitive information including your vaccination status is taken very seriously by ACHA. We are committed to keeping it secure by taking precautions to prevent any data from being subject to misuse, loss, unauthorised access, modification or disclosure. The type of precautions includes having reasonable technological and organisational measures to store the minimum amount of information required and ensuring that data is kept in a secure location that is protected by controls like multi-factor authentication and encryption. Further, ACHA will delete individual evidence of vaccination status submitted as part of this process (i.e. copies of your COVID-19 Vaccination Certificate) once we have verified the content and no longer need to hold it.

Can I opt-out of disclosing my vaccination status to ACHA?

ACHA appreciates the importance of informed consent prior to asking an individual to disclose any personal information and is one of the reasons we have put this statement together. However, in an increasing number of circumstances vaccination against COVID-19 has now been mandated by law, and to the extent your role is captured by mandatory public health orders, opting out is not possible. Further, in line with our OneACHA strategy we are requiring all of our workers to be vaccinated, and have created the COVID-19 Vaccination Policies to reflect this.

If you are not willing to disclose your vaccination information to ACHA, please contact your line manager.

Contacts & Support

You may request further information about this privacy statement and/or ACHA's COVID-19 Vaccination Policies, including when you need to correct any personal information supplied.

For more information, specific to vaccination policy and correction of your information please contact your Infection Control Co-ordinator or Director of Nursing (DON).

For information on ACHA's Privacy Policy or how ACHA manages privacy including complaints, please contact the Privacy unit at privacy.officer@acha.org.au