



Privacy and your personal information

Your personal information is protected by law, including the *Privacy Act 1988* and the Australian Privacy Principles, and is being collected by the Australian Government Department of Health (the department), through your employer, for the primary purpose of verifying you are eligible for a payment under the Aged Care Registered Nurses' Payment Grant Program. The personal information that will be collected is your name and your Australian Health Practitioner Regulation Agency (AHPRA) registration number. This personal information will be used during the Aged Care Registered Nurses' Payment Grant assessment period to check if you are registered as a Registered Nurse on AHPRA's public 'Register of practitioners.

Your information may be collected to be used by external auditors for the purpose of confirming your eligibility for the payment and that your employer has passed on your payment. In undertaking these audits, the department will only seek the minimum amount of personal information required such as length of employment, hours of work, location of work (e.g. Metropolitan, rural or remote area), evidence of formal post-graduate qualifications, evidence of additional training responsibilities and evidence of payment being made to you.

Under clause 13.2 of the Grant Opportunity Guidelines, the provider (your employer) is required to declare any conflicts of interest (for the provider or any of the provider's personnel) at the time of submitting their application for the Grant and any conflicts that might arise after they receive the Grant. This may involve providers disclosing personal information about potential conflicts of interest in respect of an eligible Registered Nurses. As such, the department may also collect personal information about eligible Registered Nurses included in any conflict of interest declarations required to be submitted.

If you do not allow for the department to use your information collected from your employer through the Grant application, Grant assessors may not be able to confirm your registration status as a Registered Nurse which may lead to a delay in confirming your eligibility, and you receiving the payment.

[You can get more information about the way in which the Department of Health will manage your personal information, including our privacy policy, at Privacy policy | Australian Government Department of Health](#)

Registered Nurses Payment - APP 5 Notice	
Who is collecting your personal information?	Your personal information is being collected by your employer for use by the department to assess payment eligibility. Where the department collects personal information about an individual, Australian Privacy Principle (APP) 5.1 in Schedule 1 of the <i>Privacy Act 1988</i> requires the department to take reasonable steps to either notify an individual of the matters set out in APP 5.2 or to otherwise ensure that an individual is aware of such matters. The individual must be notified at or before the time or, if that's not practicable, as soon as practicable after the department collects the personal information.
Why does the department collect your personal information?	We collect personal information provided by your employer for the purpose of assessing your eligibility to receive payments under the Aged Care Registered Nurses' Payment Grant.

	Your personal information may also be used by external auditors for the purpose of confirming your employer's application was in line with eligibility requirements and that your employer has passed on your payment.
What would happen if the department did not collect your personal information?	If you do not allow for the department to use your information collected from your employer through the Grant application, Grant assessors may not be able to confirm your registration status as a Registered Nurse which may lead to a delay in confirming your eligibility, and you receiving the payment.
Who will the department disclose your personal information to?	<p>The department may disclose your personal information to external auditors contracted by the Department for the reasons stated above.</p> <p>The Australian Government may also use and disclose information about grant applicants and grant recipients under this grant opportunity in any other Australian Government business or function. This includes disclosing grant information on GrantConnect as required for reporting purposes and giving information to the Australian Taxation Office for compliance purposes.</p> <p>We may share the information you give us with other Commonwealth entities for purposes including government administration, research or service delivery, according to Australian laws.</p>
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 <i>Australian Government Agencies Privacy Code</i> 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. 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.
Contact details	<p>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:</p> <p>Post Privacy Officer Department of Health 23 Furzer Street WODEN ACT 2606</p> <p>Email: privacy@health.gov.au Telephone 0262891555</p>