# Privacy notice for Consultation for the Health Technology Assessment Policy and Methods Review (HTA Review)

Find out how we manage the personal information we collect about you when you register to participate in Consultation for the HTA Review.

## When this privacy notice applies

This privacy notice applies to the [HTA Review Consultation 1](https://ohta-consultations.health.gov.au/ohta/hta-review-consultation1)

This notice explains how we (the Australian Government Department of Health) manage personal information to meet our obligations under the [*Privacy Act 1988*](https://www.legislation.gov.au/Latest/C2020C00025) and the [Australian Privacy Principles](https://www.oaic.gov.au/privacy-law/privacy-act/australian-privacy-principles) (APPs).

## Information we collect

We collect personal information about you and your organisation.

This includes:

* Full name
* Contact details
* Organisation name
* Type of organisation
* Financial interests
* Personal views and experiences

## Why we collect this information

We need this information to:

Help ensure that that the views, experiences and knowledge of a broad range of sectors and stakeholders are represented and inform the Reference Committees understanding of the issues and opportunities for improvement within Australia’s HTA policies and methods.

We may also use your information to communicate stakeholder views by publishing submissions on the Department of Health and Aged Care website or in a downloadable report available on the department website.

If you do not provide your personal information, we may be unable to accept your submission or application to provide input to the HTA Review.

## How we collect this information

We collect personal information when you register to participate in consultation through the Consultation Hub or make an application directly to the secretariate such as through the HTAReviewConsult@health.gov.au mailbox.

We will also collect some personal information through the consultation process, after the point of registration.

## Who we disclose your personal information to

We will disclose your information to:

* The reference committee for the HTA Review
* An entity engaged to undertake analysis on submissions
* anyone you’ve agreed we can share with
* anyone the law requires or authorises us to share with

Everyone, including people overseas, can view information about you that we have published on our website.

## How we store your information

We store personal information on electronic media, including our Electronic Document and Records Management System, citizen space via the consultation hub, and cloud computing solutions. We also hold personal information on paper files.

We protect electronic and paper records in accordance with Australian Government security policies.

## How we handle sensitive information

By making a submission containing your sensitive information you agree to us collecting that information. We will use it as stated in ‘Why do we collect this information?’

Sensitive information has a specific definition. It includes things like health information, genetic information, racial or ethnic origin, religious beliefs or affiliations, sexual orientation and more.

The Department is not routinely requesting sensitive information through this consultation however understands that some experiences discussed in submissions may include details of a sensitive nature.

## How you can access or correct your information

[Contact us](http://sharepoint.central.health/divisions/itd/projects/HGovTP/Shared%20Documents/01%20-%20Corporate/Using%20this%20site%20section/Privacy/node/4961) to access your personal information or correct it. The [privacy policy](http://sharepoint.central.health/divisions/itd/projects/HGovTP/Shared%20Documents/01%20-%20Corporate/Using%20this%20site%20section/Privacy/node/6186) includes more about this process.

## Concerns and complaints

Our [privacy policy](http://sharepoint.central.health/divisions/itd/projects/HGovTP/Shared%20Documents/01%20-%20Corporate/Using%20this%20site%20section/Privacy/node/6186) explains how you can make a complaint if you think we have breached:

* the Australian Privacy Principles
* the Australian Government Agencies Privacy Code

The [privacy policy](http://sharepoint.central.health/divisions/itd/projects/HGovTP/Shared%20Documents/01%20-%20Corporate/Using%20this%20site%20section/Privacy/node/6186) also explains how we will manage your complaint.

## More on privacy

To find out more see our [privacy page](http://sharepoint.central.health/divisions/itd/projects/HGovTP/Shared%20Documents/01%20-%20Corporate/Using%20this%20site%20section/Privacy/node/2056) and our full [privacy policy](http://sharepoint.central.health/divisions/itd/projects/HGovTP/Shared%20Documents/01%20-%20Corporate/Using%20this%20site%20section/Privacy/node/6186).

## Contacts

