



Legislation:

1. Requirements of the Commonwealth Privacy Act 1988 (IPP4; NPP4)
 - An organisation must take reasonable steps to protect the health information it holds from misuse, loss, unauthorised modification or disclosure.
 - A health service provider must keep health information for a minimum of 7 years since the last occasion a health service was provided. For a child the information must be kept until the child turns 25 years or 7 years after last contact, whichever is the later.
 - Public sector organisations retain records in accordance with the Public Records Act.

Privacy Principles:

1. Collection
 2. Use & Disclosure
 3. Data Quality
 4. Data Security & Retention (expanded above)
 5. Openness
 6. Access & Correction
 7. Identifiers
 8. Anonymity
 9. Trans border Data Flows
 10. Transfer / closure of practice of health service provider
 11. Making information available to another health service provider
2. Requirements of Victorian Information Privacy Act (2000), Victoria - (IPP4)
 - Refers to Information Privacy Principles (IPP) in Commonwealth Privacy Act Above
 - Health Privacy Principles (HPP)
 3. Requirements of the Victorian Health Records Act 2001 - (HPP4)
 - Refers to Information Privacy Principles (IPP) in Commonwealth Privacy Act Above

Standards:

1. Standard AS/NZS 17799:2001
 - PRIVATE SECTOR INFORMATION SHEET 6 – 2001 Security and Personal Information
2. Information Security Management in health using AS ISO 27799-2011(ISO 27799:2008)
 - <http://www.iso27001security.com/html/27799.html> (Accessed 20/02/13)
 - Printed an edited version (fee to purchase, unable to save)



3. Best practice under HB 174-2004 - Information Technology—Code of Practice for Information Security Management [for the Australian Health Sector](Text)
 - Applies this standard specifically to the interests and unique information security requirements of the Australian Health Sector.
4. National Safety and Quality Health Safety Standards –

1.19 Implementing procedures that protect the confidentiality of patient clinical records without compromising appropriate clinical workforce access to patient clinical information

1.19.1 Patient clinical records are available at the point of care

1.19.2 Systems are in place to restrict inappropriate access to and dissemination of patient clinical information

<http://www.safetyandquality.gov.au/wp-content/uploads/2011/09/NSQHS-Standards-Sept-2012.pdf>

5. Aged Care Standards and Accreditation Agency Ltd Standards –

1.2 Regulatory compliance

The organisation's management has systems in place to identify and ensure compliance with all relevant legislation, regulatory requirements, professional standards and guidelines.

1.8 Information systems

Effective information management systems are in place.

<http://www.accreditation.org.au/accreditation/legislation/>

6. Community Care Common Standards –
 - 1.2 – Regulatory Compliance
 - 1.3 – Information Management Systems
 - 1.6 – Risk Management
 - 3.2 – Privacy and Confidentiality

<http://www.health.gov.au/internet/main/publishing.nsf/Content/ageing-publicat-commcare-standards.htm>



Policy Directives:

Commonwealth – “Seniors Gateway”

Victoria - Health Priorities Framework 2012–2022

- Health Policy and Funding Guidelines 2012–13
- E-referral performance reports
- Service Coordination Practice Manual 2012
- Service Coordination Tool Templates
- Human Services Directory

Hume Region –

Hume Integrated Aged Care Plan

Recommendation 2: Improve mechanisms to provide and share information among providers, and ensure service information is accessible to consumers

- Health Policy and Funding Guidelines 2012–13 (Balanced Scorecard)

Hume Region Chronic Care Strategy 2012-2022

- Priority for action 5: Maximise information technology opportunities
- Include information technology solutions in service models identified in all priorities
- Support the implementation of the person-controlled Electronic Health Records