

Privacy Policy

The following document sets forth the Privacy Policy for The Foot Stop Podiatry Services (hereafter "The Foot Stop").

The Foot Stop is committed to providing quality podiatric services. The Foot Stop is bound by the Privacy Act 1988 (Cth), which sets out a number of principles concerning the privacy of individuals.

Collection of your personal information

To provide appropriate clinical care, we are required to collect some personal information. This includes, but is not limited to, your address, contact details and medical history. The Foot Stop is committed to ensuring this information is used and stored appropriately, in accordance with the Australian Privacy Principles.

Sharing of your personal information

We may occasionally liaise with other entities throughout the provision of your care, including but not limited to independent contractors, external case managers or government funding agencies. These entities will be permitted to obtain only the personal information they need to deliver the service. The Foot Stop takes reasonable steps to ensure that these organisations are bound by confidentiality and privacy obligations in relation to the protection of your personal information.

Storage of your personal information

The Foot Stop endeavours to fulfil our practices using predominantly electronic documents. When physical information is collected, it will be stored in a secure location or disposed of through appropriate document disposal methods. Electronic information collected will be stored under password protection with clinical notes stored via web based practice management software with bank grade security and encryption.

Use of your personal information

Personal information and clinical correspondence collected during the provision of your care will be retained in accordance with AHPRA standards and will be accessed by The Foot Stop staff solely for clinical and administrative tasks associated with your care. Your contact details may be used for communications purposes including, but not limited to, the sending of appointment reminders, scheduling or amending appointment times and disclosing new information regarding our services. Please inform your podiatrist of your preferred means of contact or if you do not wish your personal information to be used for the above purposes.



Changes to this Privacy Policy

The Foot Stop reserves the right to make amendments to this Privacy Policy at any time. If you have objections to the Privacy Policy that cannot be resolved through discussion with a representative for The Foot Stop, you should not proceed with services through The Foot Stop.

Accessing Your Personal Information

You have a right to access your personal information, subject to exceptions allowed by law. If you would like to do so, please let us know. You may be required to put your request in writing for security reasons. The Foot Stop reserves the right to charge a fee for searching for, and providing access to, your information on a per request basis.

Contacting us

The Foot Stop welcomes your comments regarding this Privacy Policy. If you have any questions about this Privacy Policy or would like to request a copy of the policy in an alternative format, please contact us by any of the following means during business hours.

Call: 0434 849 933

Post: Attn: Privacy Policy,
The Foot Stop Podiatry Services
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Palm Beach, QLD 4221,
AUSTRALIA

Email: info@thefootstop.com.au