



Collection



In order for DAB Radiology to provide a quality diagnostic imaging service, it is necessary for us to collect patient information and sometimes disclose this information to relevant medical and allied personnel.

Such necessary information may include:

- Referral/procedural details;
- Contact details;
- Medicare/health fund details;
- Workers compensation, employment, accident information;
- Medical history;
- Radiological history;
- Family medical history;
- Genetic information;
- Billing/account details.

This information will usually be collected directly from the patient, however on occasions DAB Radiology may need to obtain this information from other sources, including:

- Other medical practitioners or practices;
- Other health care providers;
- Hospitals, screening/day surgery units.

DAB Radiology practice staff and medical practitioners may participate in the collection of this information. In emergency situations DAB Radiology may need to collect personal information from relatives or other sources where DAB Radiology are unable to obtain the patient's consent.

Use & Disclosure

DAB Radiology practice staff will use and disclose patient information for purposes such as:

- Providing results to relevant practitioners;
- Advice on treatment options;
- Referral to another medical practitioner or health care provider;
- Referral to a hospital for treatment and/or advice;
- Sending off specimens for analysis;
- Account keeping, billing purposes and recovery of monies;
- The management of DAB Radiology's practice;
- Quality assurance, practice accreditation, research and complaint handling; - To meet DAB Radiology's obligations of notification to DAB Radiology's medical defence organisations or insurers;
- To prevent or lessen a serious threat to an individual's life, health or safety; - Where legally required to do so, such as producing records to court, producing records to Medicare for audit purposes or the notification of diagnosis of certain communicable diseases.



Other Medical Providers Access To Medical Records

Access to medical records, which includes reports and images, is provided to the referring medical practitioner in the course of patient care. On occasions, the referring medical practitioner may request that the patient's medical records be made available to another medical practitioner for the purposes of second opinion or further management. In addition, the referring medical practitioner may request that a patient's images and reports are made available to another radiology provider to provide a further opinion, or comparison/correlation with subsequent imaging.

All access to DAB Radiology patient data provided to other clinicians, facilities or imaging providers is lodged. This access is provided based on consent obtained from the referring doctor or clinicians personally involved in the patient's care.

Patient Access To Their Personal Information

The patient is entitled to access their own personal information at a time convenient to both the patient and DAB Radiology. Please note, Dab Radiology strongly recommends that patients obtain certain health information such as test results, from their referring medical practitioner. Access may be denied where:

- to provide access would create a serious threat to life or health;
- there is a legal impediment to access;
- the access would unreasonably impact on the privacy of another;
- the information relates to anticipated or actual legal proceedings and you would not be entitled to access the information in those proceedings;
- in the interests of national security.

Where possible, the patient should request access in writing, stating the year of service and type of service provided. All requests should be addressed as follows:

Practice Manager

DAB Radiology

PO Box 274, Bunbury WA 6231.

Information will be provided within 30 days of receipt of the request. The method of providing this information will be determined by the Practice Manager, however, photographic identification may be requested. A charge may be imposed for processing the information. Should there be any inaccuracies in the information DAB Radiology have on file, DAB Radiology will record the corrections but may not erase the original record.

Ancillary Activities

Delivery of imaging data electronically: DAB Radiology uses secured internet based technology to deliver images and reports to the referring doctor. All of these transfers are logged.

Delivery of films: DAB Radiology maintains confidentiality and care in delivery of patient films. Delivery may be provided by DAB Radiology staff, commercial couriers, taxis or registered post. If these methods are unacceptable to the patient, then the patient must collect their own films.

Maintenance personnel: For operational purposes it is necessary to allow maintenance personnel access to DAB Radiology premises. However, only authorized personnel are allowed access to records.

Contact details: It is sometimes necessary when contact a patient, to have to leave a message stating where we are calling from. The patient is to advise DAB Radiology staff immediately if this is not wanted, and provide alternate contact details.

Complaints Handling

If you have any questions or complaints about how Bunbury Medical Imaging have handled your personal information, please email full details to administration@DABradiology.com.au