Application for Amendment of Personal or Health Information Form

Application for amendment of personal or health information under the NSW Privacy and Personal Information Protection Act 1998 or the NSW Health Records and Information Privacy Act 2002 or Privacy Act 1988 (Cth) and Australian Privacy Principle (App) 13

Applicant's contact details		
Family name:	**Given name(s):**	**Title:**
Address:		
Suburb:	**State:**	**Postcode:**
Home:	**Work:**	**Mobile:**
Email:		
Right to Information Application Reference Number:		

Application details

Please select one or more of the following:

The information is:

☐ Incorrect ☐ Incomplete ☐ Out of Date ☐ Misleading ☐ Not relevant to the purpose for which it was collected

The information is on page(s):

The information which needs changing is:

The reason I claim the information is incomplete, incorrect, out of date, misleading or not relevant:

(Please attach separate sheets if there is insufficient space on this form.)

The information should be amended to the following:

(Please attach separate sheets if there is insufficient space on this form.)

I have attached the following documents to support my claim:

(Please indicate whether you want us to return any or all of your documents.)

Fees and charges

There are no fees or charges for the lodgement or processing of this application.

Contact us

Should you have any questions on how to complete this form, please contact our Executive Manager Quality Safeguarding Risk and Compliance who is our Privacy Officer on (02) 9481 2600.

Address for applications

Privacy Officer
Executive Manager Quality Safeguarding Risk & Compliance
CatholicCare Diocese of Broken Bay
P.O. Box 966 Pennant Hills NSW 2120
info@catholiccaredbb.org.au

Applicant's signature

Signature: _____

Date: _____

	For Internal Use of Privacy Officer Only
☐	In accordance with Australian Privacy Principle 13 – Correction, I seek to correct my personal information held by CatholicCare.
☐	In accordance with Section 15 of the NSW Privacy and Personal Information Protection Act 1998, I seek amendment of my personal information held by CatholicCare.
☐	In accordance with clause 9 of Schedule 1 to the NSW Health Records & Information Privacy Act 2002, I seek amendment of my health information held by CatholicCare.