

## **Privacy Notice**

This privacy notice applies to personal information that we collect through this website: [www.physioboard.org.nz](http://www.physioboard.org.nz) and/or through the work we do under the Health Practitioners Competence Assurance Act 2003 (HPCAA). It applies to personal information about an identifiable individual.<sup>1</sup>

## **Personal Information**

You may browse and access information contained within our website without providing personal information.

There are however some places on the site where you can choose to give us personal information, such as emailing an enquiry to us, changing your address, making a submission on a policy or other public engagement, reading the newsletter or making a complaint.

We do not collect identifiable information about you if you only browse our website.

## **Use and Disclosure**

Where you voluntarily provide personal information (e.g., through making a submission, making a complaint, online forms or email requests), we may hold your personal information in accordance with the Privacy Act 1993.

The Privacy Act 1993 regulates us through the Information Privacy Principles as to how we collect, use, hold, disclose, access, correct, manage and dispose of your personal information.

We will only use personal information that you provide to us through this site for the purposes for which you supplied it or, in exceptional situations, for other reasons permitted under the Privacy Act 1993.

We will not share your personal information with others unless this is necessary for the purpose for which you gave us the information (for instance to investigate a complaint). Occasionally the law may require us to disclose it (for instance to investigate a criminal offence), or there may be safety reasons for disclosing it.

## **Collecting and Using Personal Information**

When a complaint is made, personal information (information) will be involved<sup>2</sup>. We use the information for the purposes of promoting a fair and transparent approach to complaint management, and to protect public health and safety. Information collected from the complainant is subject to our Complaint's Policy. Refer to our complaints process ([here](#)).

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<sup>1</sup> As this Notice does not cover the Act in its entirety, from time to time, there may be other aspects of the Act that are applicable.

<sup>2</sup> Personal information means information about an identifiable individual.

## **Sharing your Information**

We do not give information to a third party unless:

- One of the reasons for the information being obtained was to give it to someone else, for example to:
  - The practitioner who is the subject of the complaint – so they have an opportunity to respond; to the complainant and the practitioner – so they are informed of the outcome of the complaint,
  - An individual (such as the complainant or practitioner), who has consented to their personal information being shared with another
- It is required or authorised by the Privacy Act 1993 (the Act) or by any other law.
- The information is to be used in a way that will not identify any individual; or it is to be used for statistical or research purposes and will not be published in a way that will identify any individual.

## **Statistical Information**

Some information, however, is automatically retrieved about your visit to the Physiotherapy Website, such as:

- Your IP Address.
- The search terms you used.
- The pages you accessed on the website and the links you clicked on.
- The date and time you visited the website.
- The referring website, if any, through which you clicked through to this website.
- Your operating system (e.g. Windows, Mac OSX).
- The type of web browser you use (e.g. Chrome, Firefox).
- Other incidental matters such as screen resolution and the language setting of your browser.

## **Use of Statistical Information**

The statistical information referred to above will be viewable by website administrators and certain staff and may be used to produce summary reports which help us to optimise use of the website.

## **Information Regarding the Publication of Conditions Imposed on a Physiotherapist's Scope of Practice**

The Board is required to publish a physiotherapist's Scope of Practice and any changes to that Scope of Practice in the Public Register. This is consistent with the Board's statutory function to protect the public from harm.

The Board is not limited in its obligations to publish any conditions imposed in respect of the imposition of conditions ordered by the Health Practitioners Disciplinary Tribunal (HPDT) (or a court, on appeal). There may be instances where the physiotherapist concerned has been granted name suppression by the Health Practitioners Disciplinary Tribunal and this does not limit the Board's obligations to publish any conditions imposed on the Public Register.

## **You can use the Board's online Register of Physiotherapists to find out:**

- Whether a physiotherapist is currently registered and is able to practice in New Zealand.
- The primary qualification of the physiotherapist.
- The physiotherapist's location of practice.
- The date of issue of the physiotherapist's Annual Practising Certificate
- Whether there are any conditions on a physiotherapist's Scope of Practice (including any interim orders).
- A physiotherapist's Scope of Practice.

The online register will **NOT** tell you:

- If a physiotherapist has been removed from the register.
- If a voluntary undertaking is in place.
- About any actions taken by employers.
- Whether a physiotherapist has been (or is) under investigation by the Health and Disability Commission (HDC).
- Physiotherapists whose practising certificates are in the process of being renewed may not appear on this list.

## **Changes to our Privacy Policy**

If we decide to change our privacy policy, we will post those changes on this page.

## **Your Rights**

We are happy to give you any personal information held by us, or talk to you if you have any concerns about personal information that we hold. If you think it is wrong, please ask us to correct it in writing to:

The Privacy Officer  
Physiotherapy Board of New Zealand  
PO Box 10734  
Wellington 6143

Or email us with "Privacy" in the subject line at [physio@physioboard.org.nz](mailto:physio@physioboard.org.nz)