



Authority to Collect and Release Information

To be completed when client information is collected and referred or information given and shared to an external service or agency.

I, _____, authorise the Wellington Multiple Sclerosis Society Community Advisor to collect, release, exchange and discuss personal and health information relating to me (or my, child) _____ with other health providers, including but not limited to, clinicians at District Health Boards and to relevant community agencies and government departments.

I also authorise other health providers, including but not limited to, clinicians at District Health Boards and relevant community agencies and government departments to collect, release, exchange and discuss personal and health information with the Wellington Multiple Sclerosis Society Community Advisor.

I understand that my relevant information is shared to enhance the information, advocacy and support I receive. I can withdraw my consent to release my information at any time by informing the Wellington Multiple Sclerosis Society Community Advisor in writing.

Signed: _____

Date: _____

If unable to sign, please state the name of the person signing on your behalf and their relationship to you:

Name: _____ Relationship: _____

Signed: _____

This authority is made according to the Privacy Act 2020, Health Information Privacy Code 2020, and in line with The Society's Privacy Policy.

If you have any concerns or questions regarding this policy, please contact us at info@mswellington.org.nz or phone 04 388 8127



PRIVACY POLICY STATEMENT

Your privacy is precious, and we treat your information accordingly.

Why do we collect your information?

The Wellington Multiple Sclerosis Society (the Society) is a non-profit organisation formed to empower people with MS to lead their best lives: we do this by providing information, education and advocacy.

You do not have to provide us with any information, but we may not be able to fully engage with you if you do not.

How will we use your information?

We will use your information to provide services to assist you to manage your multiple sclerosis, to stay in touch and inform you about our activities, for fund raising purposes, and to advocate for improved services and well-being of people with multiple sclerosis. We only collect information that is necessary for these purposes.

There may be times where we need to disclose some of your information:

- to District Health Boards or other health agencies to enhance the support you receive
- to the Multiple Sclerosis Society of New Zealand to enable more effective national advocacy
- to support research into multiple sclerosis
- to provide funding organisations with statistical data as a proof of service delivery
- to process donations
- due to safety considerations.

How will we manage your information?

We take the security and accuracy of your personal and health information very seriously. For instance, we are required to hold your health information for 10 years. Once it is no longer required, we will destroy in a secure manner.

Any information we collect may be stored on our behalf, such as by using cloud-based data storage. We will take reasonable steps to protect personal and health information that is held by us from unauthorised access, use, disclosure, alteration, or destruction.

What are your rights to access and correct your information?

You have the right to ask for a copy of any information that we hold about you and may ask for it to be corrected if you think it is inaccurate.

If you would like to ask for a copy of your information or to have it corrected—or if you consider we have breached the Privacy Act 2020 or Health Information Privacy Code 2020—please contact us at: info@mswellington.org.nz or phone 04-388 8127