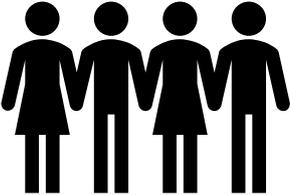
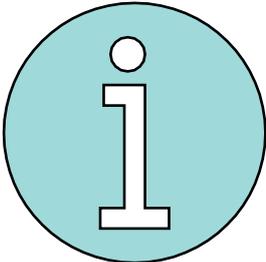
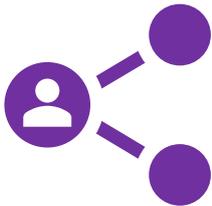


Reboundrehab Grow – Privacy

	<p>Your Privacy; This document will tell you:</p> <ul style="list-style-type: none"> - What we know about you. - Why we know things about you. - How we use what we know. - How we keep your information safe. - What we do if your personal information has been accessed without your consent.
	<p>Personal information There are laws to protect your personal information and how it gets used. Personal information is anything about you like your name, contact information, medical reports, date of birth, where you live, information about your health or disability. Sometimes this information is also sensitive information. We keep personal information to help us provide the right services to you.</p> <p>We do not give out your personal information without your permission or unless we have to. Sometimes we need to share information to help keep you safe or because the law says we need to. We are very careful about sharing information.</p> <p>You do not need to give us your personal information – however, sometimes this means that we cannot provide all of the right services that you may need.</p>
	<p>Why do we keep personal information? We keep personal information for a number of reasons. It means we can:</p> <ul style="list-style-type: none"> - Help provide the right supports. - We can help with feedback and complaints. - We can provide details about activities.
	<p>Consent Sometimes we need to share your information with other people. We will ask you when we want to share this information most of the time, sometimes we need to share information to keep you safe or because the law makes us share it.</p>

	<p>How do we make sure your information is kept safe?</p> <p>We keep your records stored safely. Any paper is kept locked away until needed and any electronic information is stored and can only be accessed with passwords. Only staff who need to access your information can do this. When we no longer need to store information, we securely destroy it.</p>
	<p>What happens if my information is shared without permission?</p> <p>When your personal information is accessed without permission this is called a data breach. If this happens</p> <ul style="list-style-type: none">- We will tell you how and why this happened.- We will take action to make sure you will not be harmed.- We will sometimes need to report to the government that this has happened. <p>If this happened it will not effect the service we offer to you.</p>
<p>You can always ask us what information we keep about you and what we do with this information. You can always change your mind on who you want us to share information with.</p>	