




# Privacy Notice and Consent Form

This form is to be used whenever we collect or disclose personal (including sensitive) information.

 It is to be read in conjunction with our **Privacy Policy APP Australia**.

## Your privacy is important to us

The Salvation Army recognises the importance of privacy and community awareness regarding the collection, use, disclosure and security of personal information which we may collect during the course of our many functions. We understand that sharing personal information can be confronting, especially for population groups who have experienced discrimination, harassment and bullying based on age, sex, gender identity, sexual orientation, disability, pregnancy, intersex, marital status or cultural diversity (including Aboriginal or Torres Strait Islanders).

## Who do we collect personal information from?

We will generally collect personal information directly from you. However, in some cases, we may receive your personal information from a third party (some examples include your guardian/carer, authorised representative, medical and other health providers, government agencies and other non-government services providers). In these cases, we will take reasonable steps to ensure you are aware that we have collected personal information about you and the circumstances of collection.

## We only collect what we need

We collect personal information we believe is reasonably necessary to provide you with the tailored support you require from the services we offer.

## Who do we disclose personal information to?

To achieve the best possible outcomes, we collaborate with others. In order to provide you with services, your personal information may be disclosed to third parties, for example:

- Our affiliates, subsidiaries and other related companies
- Other government and non-government service providers
- Medical and/or other health providers
- Our funders and regulators

In addition to the above, you also consent to us disclosing personal information to (name and contact details):

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## You consent to use and disclosure for related purposes

By providing us with personal information you also consent to our use or disclosure of this personal information for purposes related to the services we provide. Unless permitted or required by law, we will not use or disclose this information for any other purpose without your consent.

## How long is this consent valid?

This consent will only be valid for as long as we provide you with tailored support or other services we offer or until you withdraw your consent.

## Let us know if your details change

You undertake to notify us as soon as practicable if this personal information is no longer current or if your consent for the collection, use and/or disclosure of the personal information is withdrawn.

## Our privacy policy contains the details

Our privacy policy explains how to make a complaint and how to access and correct your personal information. It also contains other useful information. Our privacy policy can be found online at <https://www.salvationarmy.org.au/privacy>.

**Our privacy office is here to help**

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We have a dedicated privacy office responsible for ensuring we adhere to our privacy policy. Please feel free to contact our privacy office at:  
Mail: Privacy Office, The Salvation Army, 95-99 Railway Rd Blackburn, VIC 3130  
Email: [privacy@salvationarmy.org.au](mailto:privacy@salvationarmy.org.au)  
Telephone: 1800 961 088 between 9.00am & 4.30pm Monday – Friday

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**Your signature acknowledges your understanding**

By signing this document, you:

- Acknowledge you have read and understood the document
- Understand the reasons for the collection of your personal information
- Understand the ways in which your personal information may be used and disclosed
- Agree to the use and disclosure of your personal information as indicated here
- Acknowledge that the personal information you have provided to us is current
- Acknowledge your consent is voluntary, express, informed, specific as to purpose, time limited and easily withdrawn

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Name \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Authorised Representative \_\_\_\_\_  
(If applicable)

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