



# SHARED ELECTRONIC HEALTH RECORD

## Privacy and Security Controls

The Shared Electronic Health Record complies with national standards for privacy and security, including those set by the National E-Health Transition Authority.

eHealthNT has formal agreements in place with each of the participating health care providers. These agreements include a commitment by health care providers to ensure health professionals employed by them abide by the eHealthNT Privacy Protocol and relevant privacy legislation.

### Privacy and control of personal information

- Participation in the Shared Electronic Health Record is voluntary – individuals are free to agree to participate, and to withdraw at any time.
- By agreeing to participate in the Shared Electronic Health Record, an individual consents to information being sent to their Shared Electronic Health Record and being accessed by authorised health professionals.
- Individuals can ask to see their information in the Shared Electronic Health Record, and can control what information can be sent to their record and who can access their information.
- The onus is on the individual to advise their health professional if any information should not be sent to their Shared Electronic Health Record.
- Where appropriate, the health professional is to provide advice about the consequences of excluding information from being accessed in an individual's Shared Electronic Health Record.
- When information has been sent to their record, an individual can ask later that information regarding a specific visit is not able to be accessed. The individual can make this request through a participating health care provider or by contacting the eHealthNT office.
- Health professionals are only authorised to access the health information in an individual's Shared Electronic Health Record for the purpose of providing health care, and to check that the information in it is correct.
- Wherever practicable, the authorised health professional should access an individual's record only after telling them this is about to occur.
- The health professional should check with the individual before sending information to their Shared Electronic Health Record that may be considered sensitive. For example, care for a mental health condition, sexually transmitted infection, termination of pregnancy or terminal illness.
- An individual's name and address, date of birth, next of kin, and contact details are included in their Shared Electronic Health Record. This information may be accessed by staff in the eHealthNT office or those staff employed by the participating health care provider for administrative purposes only. This may include updating their contact details or to confirm the link between the record held by the health care provider and the Shared Electronic Health Record, to enable the exchange of health information between the two.
- Shared Electronic Health Record data may be used for evaluation purposes and may be published. The data will not include any health information and an individual will not be able to be personally identified in any way. The health information will not be used for other purposes such as research.



- When a person dies or withdraws from the Shared Electronic Health Record, their record is immediately de-activated when notification is received. The only way in which a record is reactivated is when this is required by law.

## System security and privacy

The Shared Electronic Health Record offers opportunities to improve the way in which health records are kept. By enabling records to be stored electronically, there are boundaries set around who can access what information, and when, which improves the privacy of individuals.

- Passwords, audit trails, review processes and other security mechanisms prevent unauthorised people from being able to browse through records.
- A transaction log, known as an 'audit trail' is automatically generated by the Shared Electronic Health Record to record all access of an individual's health information. Individuals can request a print out of this audit trail at any time, either through their participating health care provider or through the eHealthNT office.

## For further information contact

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