



Consent

Giving consent means that you agree for something to happen.

Your information

So that we can contact and support you, we need two kinds of information:

- personal details like your name, phone number and age
- how we can support you.

We keep your information safe and we don't share it unless you say we can.

We handle your personal information the way the law says we must.

Contacting you

Later, if you say we can, we might get in touch to ask you:

- what you thought about our service
- to let us use your information for research.

If we contact you, we'll use an email system called MailChimp. To keep your information safe, we'll only store your first name and email address in this system – not any other personal details.

Reporting

We run our service using government money. To keep getting money, we must give the government general information about:

- people who use our service
- whether we have helped people.

We do not share any personal information like your name. No one will know you used our service.

Checking

We must also show that we deliver safe, high-quality services. To show this, we ask an auditor to check what we do. The auditor might ask to check our files. We don't share personal information about you with them.



Improving our services

So we can keep providing quality services, senior staff sometimes supervise sessions. They do this via secure livestreaming. We don't record sessions. We won't do this unless you say we can. You can change your mind at any time.

More information

For more information:

- read our *Privacy and confidentiality* factsheet
- ask us for our privacy and confidentiality policy or download it from our website at tas.relationships.org.au
- call us on 1300 364 277
- email us at admin@reltas.com.au

You can also ask us for an Easy Read version of this information.

Agreement

I understand this information and know how to get more.

Relationships Australia Tasmania can collect my personal information.

Relationships Australia Tasmania can contact me:

- to ask what I thought about their service.
- for research.

Relationships Australia Tasmania can share my information (but not my name or file notes) with people who check we're doing a good job.

A supervisor can watch my session.

Name (*please print*)

Signature.....Date.....