



Privacy

Employees will learn the importance of respecting the privacy of customers and other employees through animated scenarios, audio and rich illustrations. This training will help them to understand that failing to handle and control personal information properly is not only a breach Australia's privacy laws, but also of customer trust.

The course content covers the issues surrounding the use of health records, and the special rules that apply to some uses of personal information, such as electronic marketing (under the Do Not Call Register Act 2006 and the Spam Act 2003) and consumer credit information.

Content by: Gilbert + Tobin Lawyers

Designed for: Managers, employees and contractors

Duration: Approximately 1 hour 20 minutes

Recommended frequency: Every 2 years

Mobile ready: Yes, optimised for desktop and mobile devices

Content customisation: Client content can be included

Company policies: Company policies and 'I have read' acknowledgements can be incorporated

Assessment: Randomised assessment questions

Certificate: Self-serve Certificate of Completion

Core topics

What is privacy and why is it important?

Dealing with personal and sensitive information. Australian Privacy Principles and what happens if we breach the law.

Our privacy obligations

Privacy policies and codes and collecting personal and health information.

Use and disclosure

Basic rules and how to deal with the authorities and Government identifiers.

Accuracy & security

Data security and record keeping.

Consumer Credit Information

Optional module on handling credit and financial information.

Program Features

Privacy has been developed using our dynamic and responsive training interface, ensuring our training content is adaptable to your needs and usable across desktop and mobile devices.

Other features include:

- Animated scenarios cover key concepts
- Key points provide a snap shot of the key concepts for every topic
- Glossary links provide quick access to detailed explanations and technical terms
- Danger Zone, Privacy Checklists and Take Note content highlight devices emphasise key concepts.

Contact ComplianceNet

Call **1300 792 151** or go to www.compliancenet.com.au

Contact us now to learn how we can provide an effective compliance training solution for your organisation or to organise your trial enrolment.

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