

# IMPORTANT NOTICE

## **NOTICE TO PATIENT**

***Please READ this notice before you provide any Personal Data to us.***

### **Collection of Personal Data for Healthcare Purposes etc.**

The Hospital Authority is a statutory body which manages public hospitals (“HA”), as well as entities (including subsidiaries) owned/controlled by it (“HA Entity”).

Our hospital is a public hospital managed by the Hospital Authority.

Our staff members may ask you to provide Personal Data (including health information) or obtain from HA/HA Entity/any appropriate third party your medical history/relevant information. Such information is for purposes relating to your healthcare/general related purposes (including, but not limited to, treatment, charges levied by HA/HA Entities on you, research and education).

### **Collection of Personal Data in Disaster Situations**

In addition, in situations involving disasters/accidents/incidents affecting more than one individual, a Help Desk may or may not be set up. If a Help Desk is established, it will be established by the HKSAR Government and may be staffed by government departments, such as Hong Kong Police, Social Welfare Department, Home Affairs Department and/or HA for the purposes relating to:

- HA’s/government’s operational requirements;
- rescue operation (including tracing of persons, responding to enquiries etc.);
- provision of all relevant services/assistance to persons involved in such situations; and
- any other directly related purposes and where permitted by law.

If a Help Desk is not established, these government departments and/or the HA may nevertheless have to deal with the above matters.

As a public hospital managed by the Hospital Authority, our hospital may be involved in such situations. As such, whether or not a Help Desk is established, our staff may collect Personal Data from persons who may be involved and are treated at/admitted to our hospital. We may also transfer such Personal Data to HA/HA Entity/appropriate government departments/carriers/third parties to deal with the above matters, for other directly related purposes and where permitted by law.

### **Provision/Disclosure of Personal Data**

When you provide Personal Data to us, please make sure that such data is accurate and complete. Failure to provide accurate/complete information may affect our ability to provide services for the healthcare purposes or in disaster situations mentioned above.

You should note that your Personal Data collected in the above circumstances may be made available to:

- appropriate persons in HA/HA Entity;
- doctors/healthcare providers/other relevant persons outside HA/HA Entity;
- visitors/staff/students/trainees from hospitals/healthcare or educational institutions (local or overseas) whose presence at HA/HA Entity facilities are authorised;
- appropriate HA/HA Entity/government departments/carriers/third parties in disaster situations;
- appropriate government departments/agencies/authorities etc. when disclosure is required or permitted by law, is necessary in the public interest or enables verification of your identity/status for charging or other purposes.

In addition to the above, we will only use, disclose or transfer the Personal Data you provide to us:

- for those purposes relating to your healthcare/HA’s handling of disaster situations or directly related purposes; or
- where permitted by law.

We will obtain your consent before using your Personal Data for any other purposes.

### **Data Access/Correction Requests**

If you wish to access/correct your Personal Data held by HA/HA Entity, you may do so under Personal Data (Privacy) Ordinance. Please contact the relevant data controller during office hours at:

Address: Health Information and Records Office, Tin Shui Wai Hospital, No.11, Tin Tan Street, Tin Shui Wai, N.T.