



Doc-ID PCS-006

Privacy Collection Statement (Special Interest Groups)

This Privacy Collection Statement (Special Interest Groups) explains the circumstances in which personal information is collected from individuals with respect to Special Interest Groups that are administered by Lung Foundation Australia.

1. Introduction

1.1 Lung Foundation Australia Limited ACN 160 505 671 ("the Lung Foundation") (in this Privacy Collection Statement also called "we", "us" and "our") is an Australian registered charity supporting research, providing education services, undertaking community awareness activities and advocacy around Australia in relation to lung health.

1.2 We respect the privacy of the personal information you may provide to us. The way in which we manage your personal information is governed by the *Privacy Act 1988* (Cth) (**Privacy Act**) and the Australian Privacy Principles (**APPs**) established under the Privacy Act and the Lung Foundation Privacy Policy (www.lungfoundation.com.au/privacy-policy).

1.3 For the purposes of this Privacy Collection statement, "personal information" has the meaning given to it in the Privacy Act, being information or an opinion about an identified individual, or an individual who is reasonably identifiable, whether the information is true or not, and whether the information or opinion is recorded in a material form. Examples of personal information include an individual's name, address, telephone number and date of birth.

2. Collecting your personal information

2.1 Before collecting personal information for special interest groups, you will be asked to complete an application form, which will explain the special interest group for which your personal information is being collected.

2.2 We collect your personal information so that we can:

- (a) develop a database of persons who have indicated that they are willing to be a member of a special interest group, which can be approached to provide advice to the Lung Foundation;
- (b) communicate information about specific subject matter that might be of interest to members of the special interest group, via a newsletter or another mode of communication;
- (c) include the personal information in a database to enable the identification of members of the special interest group that might be interested in being involved in some capacity with a clinical trial or data registry; and
- (d) take any other action related to the above or otherwise necessary to give effect to your participation in a special interest group.

2.3 The kinds of personal information we collect from you include:

- (a) your name;



- (b) your address details;
- (c) your email address;
- (d) your telephone and / or mobile phone numbers;
- (e) your place of work and your position title;
- (f) your area of special interest;
- (g) your professional affiliations;
- (h) your employer details (where relevant); and
- (i) any other information that might be specific to your special interest group.

2.4 Wherever possible, we will collect your personal information directly from you, through application forms, or you provide the Lung Foundation with your details over the phone, via an email message, or via the Lung Foundation website.

2.5 We will not otherwise collect sensitive information from you, such as your professional affiliations, unless we have your consent to do so and the collection of such information is reasonably necessary for our functions and activities.

3. **What happens if we don't collect your personal information?**

3.1 If we do not collect your personal information or you only provide some of the personal information we request, then the Lung Foundation:

- (a) may not be able to include your details in the database of special interest group members;
- (b) may not be able to advise you of new clinical trials or data registries that the Lung Foundation becomes aware of, that you might be interested in being involved in some capacity;
- (c) may not be able to communicate information to you about a specific subject matter that might be of interest to members of the special interest group, via a newsletter or another mode of communication; and
- (d) may not be able to communicate information about the activities, campaigns, programs, education courses being undertaken by the Lung Foundation, either by a newsletter or other form of communication.

4. **Disclosing your personal information**

4.1 In providing our services and carrying out our functions and activities listed above, we may disclose your personal information to:

- (a) our employees; and
- (b) any third party that the Lung Foundation is required by law to disclose personal information.



4.2 To help the Lung Foundation to reach more generous supporters like you, occasionally the Lung Foundation may collaborate with other like-minded charitable organisations on mailings with information that we believe may be of interest to you. These like-minded charitable organisations usually allow us to do the same, and by collaborating like this we can reach more people with vital charitable information.

5. **Disclosing personal information overseas**

5.1 Your personal information that you provide to the Lung Foundation with respect to your membership of special interest groups administered by the Lung Foundation will not be disclosed to an overseas party, unless you have expressed interest in participating in some capacity with a clinical trial or data registry that is situated in an overseas location, as a result of a communication received from the Lung Foundation.

6. **Accessing and correcting your personal information**

6.1 The Lung Foundation Privacy Policy (www.lungfoundation.com.au/privacy-policy) provides further detail on how we manage your personal information, including how you can:

- (a) request access to, or seek correction of, the personal information we hold about you; and
- (b) lodge a complaint relating to a breach of the APPs and how we will deal with such a complaint.

7. **Our contact details**

7.1 If you wish to contact us regarding our handling of your personal information or any of the matters covered in this Privacy Collection Statement, please contact our Director of Operations at:

- (a) Telephone – 61 7 3251 3600
- (b) Email – finance@lungfoundation.com.au
- (c) Online – www.lungfoundation.com.au/privacy-policy
- (d) By post – Lung Foundation Australia, PO Box 1949, Milton, QLD 4064

7.2 Alternatively you may contact the general enquiries line on 1800 654 301 (for enquiries within Australia) or +61 7 3251 3600 or lodge an enquiry by emailing enquiries@lungfoundation.com.au.

8. **Your Acknowledgement and Consent**

8.1 By continuing to correspond or interact with us or by providing us with your personal information, you are taken to have read and understood this privacy collection statement and you have consented to us managing your personal information as described in this privacy collection statement and our privacy policy.