Privacy Policy

TheScreeningLab Pty Ltd (**TheScreeningLab**, **we** or **us**) is committed to protecting the privacy of your personal information.

We take our responsibility for handling sensitive personal information seriously and we have put measures in place to maintain the integrity of personal information and provide full transparency on conduct.

We are bound by the Australian Privacy Principles under the Privacy Act 1988 (Cth) about how we handle your personal information.

This Privacy Policy sets out how and why TheScreeningLab collects, stores, uses and discloses your personal information, and how to contact us if you have any questions about how we handle your personal information or would like to access the personal information we hold about you.

TheScreeningLab provides a range of services that are primarily offered through our website and associated software including:

* Sport and Job specific testing protocols
* Normative data for every test to plot relative results
* Automated data interpretation and reporting
* Automated 6-week exercise program generation for below average results
* Automated tracking of changes over time for trend analysis

We are constantly evolving our services, and new services may be offered from time to time.

What information does TheScreeningLab collect?

The personal information we collect depends on which of our services you use and the information you choose to provide.

When you use our, you may choose to provide to TheScreeningLab and we may collect personal information such as:

* your name;
* your date of birth;
* your contact details (e.g. address, email address, phone number).
* your gender;
* your marital status;
* occupation;
* cultural background;
* allergies;

Usually we collect your personal information directly from you or your organisation in various ways, including via our application, website and email.

We may also collect information from third parties, such as your organisation including but not limited to employer, school, sporting Club or team, Medical Practitioner.

You do not have to use our services, and you may choose which of our services you wish to use. However, if you do not provide personal information to TheScreeningLab that is designated as mandatory, we will be unable to provide you with that service.

TheScreeningLab may use social networking services such as Facebook, Twitter and Instagram to communicate with the public about its activities. TheScreeningLab may collect your personal information when you communicate with us by using these social networking services, and the social networking services will also handle your personal information for their own activities. These social networking sites have their own privacy policies.

Why does TheScreeningLab collect and use your personal information?

The primary reason TheScreeningLab uses your personal information is to provide the services you have elected to receive.

The main scope is to help your organisation to assess your fitness levels in order to minimise injuries and facilitate rehabilitation.

TheScreeningLab may also use your personal information:

* on a de-identified basis for analysis, research and quality assurance purposes;
* when you have provided prior agreement, for communicating with you about our products and services and those of third parties which we believe may be of interest to you. You will be able to stop receiving these communications at any time by:
	+ clicking on the "Unsubscribe" link on email correspondence;
	+ replying "Stop" to SMS correspondence; or
	+ emailing info@TheScreeningLab.com with “Unsubscribe” in the title of the email;
* to report to health professionals and their practices about the use and functionality of our services, including associated financial benefits; and
* for other purposes that are notified to you at the time we collect your information, which you give your consent to, or which are authorised or required by law.

Whom does TheScreeningLab disclose personal information to?

When your organisation uses our system to screen for injury minimisation and rehabilitation, the results of your screening will be disclosed only to the relevant personnel and to you.

TheScreeningLab may also disclose your personal information to other persons, such as:

* third party service providers (such as IT and software service providers, providers of research services, and our professional advisers such as lawyers and auditors), but only for the purpose of providing goods or services to us. Some of these software services allow us to advise you of certain services and benefits available to you. We require our third party service providers to agree to appropriate privacy restrictions, and only permit them to access personal information to the extent needed to provide goods or services to us; and
* other persons notified to you at the time we collect your personal information, who you give your consent to, or to whom we are authorised or required by law to make such disclosure.

We may also disclose de-identified information of our users to third parties for analysis, research and quality assurance purposes.

Some third party service providers used by TheScreeningLab may store your personal information on servers located overseas, however, they must also meet our requirements for privacy and data security as described in this Privacy Policy..

Data quality and security

TheScreeningLab will take reasonable steps to ensure that your personal information which we may collect, use or disclose is accurate, complete and up-to-date. However, we rely on the accuracy of the personal information as entered by you, or provided to us by third parties

TheScreeningLab will take reasonable steps to protect your personal information from misuse, interference and loss and from unauthorised access, modification or disclosure. TheScreeningLab implements security measures including:

* physical security such as security procedures for access to our business premises; and
* IT security procedures including password protection, network firewalls, encryption, intrusion detection and site monitoring.

Access to and correction of your personal information

You have a right have access to your personal information that we hold, and you can also request an amendment to this personal information if you believe that it contains inaccurate information.

TheScreeningLab will allow you to have access to your personal information or will make the requested change/s unless there is a reason under law to refuse access or refuse to make the requested change/s. Where these reasons to refuse access exist, we will advise you of those reasons at the time you make your request.

If you request that your personal information is changed, and if TheScreeningLab does not agree to change your personal information, we will enclose your statement of the requested changes with your personal information.

TheScreeningLab can charge a reasonable fee for the time and cost of collating, preparing, and photocopying material for you if you request access to your personal information.

Complaints

If you have questions about this Privacy Policy, if TheScreeningLab does not agree to provide you with access to your personal information; or if you have a complaint about our information handling practices, you can contact TheScreeningLab using the contact details below.

We will respond in writing within 30 days of receipt of a complaint. If you are not satisfied with our decision, you can contact us to discuss your concerns.

If the complaint remains unresolved, you have the option of notifying the Office of the Australian Information Commissioner (OAIC). Contact details can be found at OAIC's website: [www.oaic.gov.au](https://www.oaic.gov.au/)

How to contact us

Email info@thescreeninglab.com

Phone +61-08-93872699