

## Privacy Statement

ACT Health is obliged to handle your information in the ACT Health Learning Management system, Capabiliti, openly, transparently and in accordance with the Territory Privacy Principles set out in the Information Privacy Act 2014.

Capabiliti stores staff employment details from Chris21 to correctly identify individuals, area of work and training requirements for each position.

Staff employment details are only visible to administrators of Capabiliti. Capabiliti Administrators sign a confidentiality agreement before being given access to Capabiliti at administrator level. All public servants must adhere to the Public Sector Management Act 1994. Unauthorised disclosure and leaking of official information is a breach of the Code of Ethics (Section 9 Public Sector Management Act 1994).

If you wish to discuss further please contact the Director of SDU on 62442437.

If you believe your personal information has not been handled appropriately or that the administrators of Capabiliti have breached the Territory Privacy Principles you can contact the Director of Staff Development Unit on 62442437 or contact [Elizabeth.Renton@act.gov.au](mailto:Elizabeth.Renton@act.gov.au)

If you feel that your complaint to the Director has not been appropriately responded to you can make a complaint to the independent Office of Information Privacy Commissioner.