

### Why we collect, hold, use and disclose your personal information

HammondCare will collect, hold, use and disclose your personal information (which includes your name, email address) in order to assist you to make the most out of your relationship with HammondCare.

If you become a client of any of our services, then some personal information will be recorded against your client profile. It will only be used for the purposes of enabling us to:

- provide services to you;
- contacting you regarding the services we provide to you;
- provide information and resources to you about other services or special offers that we might have from time to time;
- meet our obligations to protect your privacy and your rights pursuant to the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs);
- engage in direct marketing activities via email (if you have registered your email address with us and have not 'opted out').

We may disclose your personal information:

- to our service providers (such as IT service providers);
- if you have consented to the disclosure;
- where disclosure is necessary to prevent injury to life or health; or
- if required or authorised by or under an Australian law or a court/tribunal order.

We do not directly disclose personal information to recipients located overseas.

The types of information that may be collected as a result of your use of this Website are:

- The fact that you have visited the website and the date and time of your visit;
- Your server or IP address (the name or number which uniquely identifies the computer through which you are connected to the internet);
- The pages you have accessed and the documents you have downloaded;
- The search terms you used;
- The previous site you visited (if you have linked to this website); and
- The type of browser you use.

### Our Privacy Policy

We will otherwise collect, hold, use and disclose your personal information in accordance with our Privacy Policy, which sets out how you may access and correct the personal information that we hold about you and how to complain about a suspected breach of your privacy about how we have handled your personal information.

### How to contact us

Email: [privacy@hammond.com.au](mailto:privacy@hammond.com.au)

Post: Attention: The Privacy Officer  
HammondCare  
Level 4, 207B Pacific Highway  
St Leonards NSW 2065

This Privacy Collection Statement was last updated August 2019 and may change from time to time. Any updated versions will be posted on this website and will be effective from the date of posting.

### HammondCare

Level 4, 207B Pacific Highway, St Leonards, NSW 2065

P 1300 426 666 [hammondcare.com.au](http://hammondcare.com.au)

ABN 48 000 026 219

**As an independent Christian charity, HammondCare champions life.**