



Privacy notice

Privacy policy

The National Disability Insurance Agency (**NDIA**) has a privacy policy which describes:

- how the NDIA will use your information
- some reasons why some of it may be given to other organisations or individuals from time to time
- how you can find out what information the NDIA has about you on its system
- how to correct that information if it is wrong
- how you may complain about a breach of the Australian Privacy Principles, and
- how the NDIA will deal with that complaint.

You can read the policy at [ndis.gov.au/privacy](https://www.ndis.gov.au/privacy).

Please note that the NDIA will not disclose any of your information without your consent, unless we are authorised or required by law.

Collection of your personal information

In addition to the information you provide to the NDIA, the NDIA may also collect your personal information from medical professionals and other organisations, either with your consent or as authorised or required by law.

Any personal information provided to the NDIA is protected under the *National Disability Insurance Scheme Act 2013* and the *Privacy Act 1988*.

You can ask to see what personal information (if any) the NDIA holds about you at any time and can seek correction of that information if it is wrong.

If you do not provide all of the information the NDIA requests from you some of the consequences will be that:

- the NDIA may not be able to decide whether you can become a participant in the National Disability Insurance Scheme (**NDIS**)

- decisions may be delayed while the NDIA seeks further information, and
- the NDIA may not be able to approve your plan and the supports funded through the NDIS.

Use and disclosure of your personal information

The NDIA will use your personal information to:

- decide whether you can become a participant in the NDIS
- with you, prepare your plan and review your plan, including the supports funded through the NDIS
- assist you in accessing supports that are outside the NDIS; and
- do other actions that are part of the NDIS.

The NDIA will not use any of your personal information for other purposes, or disclose your personal information to any other organisations or individuals (including any overseas recipients), unless authorised or required by law or you provide your consent for us to do so.

Storage of your personal information

The NDIA uses an Australian Government computer system to store personal information. The system is used by staff of the NDIA but at times other people also access the system. This includes people who work with other information stored in the system, contractors who work on the system and state or territory officials who evaluate the NDIS. These people are not permitted to record, use or disclose the personal information stored on the system except for their work or as authorised or required by law.

More information

If you require more information about the NDIA's privacy practices, please consult our privacy policy available at [ndis.gov.au/privacy](https://www.ndis.gov.au/privacy) or contact the NDIA at privacy@ndis.gov.au