



KIMBERLEY JONES

occupational therapy

BSc Occ Ther (University of Cape Town)

Practice number: 0684724

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PROTECTION OF PERSONAL INFORMATION

Your personal information will be acquired and processed in order to ensure accurate and appropriate health care provision. The practice may also, if necessary, collect sensitive confidential data in the form of health information, religious belief (if required in a healthcare setting) ethnicity, and sex during the services provided to you and/or linked to your healthcare through other health providers or third parties such as medical aids.

The protection of your personal information is important to us. In accordance with the practice's duty to uphold the principles of the Protection of Personal Information Act (POPIA), please take note of the following:

1. You have the right to request access and alterations to your personal information, and object to how the practice is using it;
2. Your personal information shall be stored on secure platforms accessible only to the therapists and administrators of Kimberley Jones Occupational Therapy
3. Reports are compiled for clinical purposes of the practice only and to track your progress and guide your therapy. While they may be disclosed to you and clinical care practitioners involved in your care (e.g. doctors and medical aid), their purpose remains for records of the practice.
4. In order to ensure optimal and accurate service provision, Kimberley Jones Occupational Therapy may need to divulge certain client personal and medical information to relevant health practitioners, administrative staff concerned and medical schemes or funders.
5. Within South Africa, health care professionals are required to include diagnosis and treatment information in the form of ICD-10 codes on all claims/ accounts. This is required even when the health professional does not submit claims directly to the medical aid and where the patient pays the health professional directly and then claims back from their medical aid.
6. Every person has the right to confidentiality. Information that you share will not be disclosed to any other parties except where the laws of the country dictate otherwise, or with your express permission. Patient confidentiality will be protected at all costs, but absolute confidentiality cannot be guaranteed.
7. Your personal information will be shared to overseas sources only if a direct next-of-kin is involved in your care and requires it within reason.