

deliberatepractice™

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Privacy Policy

2 DECEMBER 2019



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privacy policy

Your privacy and security are very important to us. As we collect personal information it is our job to maintain a high level of security.

This Privacy Policy has been created to provide a clear and concise summary of how and when personal information is collected, stored and distributed. This Policy discloses the information gathering and dissemination practices of deliberatepractice. deliberatepractice has used the Australian Privacy Principles in creating this Privacy Policy.

The Information We Collect

deliberatepractice collects information by various methods including information actively supplied by its providers, customers, associates, candidates, program participants, clients, and other information arising from surveys and general feedback. The types of personal information we collect include name, contact information, psychological report data, recorded interview details, personal work information and banking information, which is used for billing purposes only.

How We Use This Information

This information is used to aid in the provision of our products and services, including customer service, accounting, recruitment, candidate reporting, psychological assessment & reporting, coaching, project based HR assignments, accounts receivable collections and marketing.

Who We Share Information With

deliberatepractice does not share personal information with any third parties except as disclosed in this policy. deliberatepractice may provide personal information to clients, subcontractors and professional advisers (which shall be bound by privacy obligations) to assist deliberatepractice as disclosed herein.

Security

Personal information is stored in a combination of paper and electronic files. They are protected by security measures appropriate to the nature of the information.

Accessing or Changing Information

Individuals may review their personal information contained in deliberatepractice's files by contacting the deliberatepractice privacy officer. If an individual believes that any of their personal information is inaccurate, we will make appropriate corrections.

Unsubscribing or SPAM

Individuals may unsubscribe to mailing lists, emails and, LinkedIn groups, if so required, by contacting deliberatepractice. We will promptly process any requests.

Cookies

Cookies are not being used by deliberatepractice.

Complaints

Individuals may complain to deliberatepractice about a breach of the Australian Privacy Principles, by email, mail or phone and the concerns will be promptly addressed and any appropriate actions will be taken to rectify/address the complaint and/or breach.

Links

The deliberatepractice website may contain links to information at other websites. When you click on one of these links, you are moving to another website. We encourage you to read the privacy statements of these linked sites as their privacy policy may differ from ours.

General

deliberatepractice may amend this policy from time to time. If such amendments affect how deliberatepractice uses or discloses information already held by deliberatepractice in a material way, deliberatepractice will obtain consent.

Notwithstanding the general terms of this policy, the collection, use, and disclosure of personal information may be made outside of the terms herein to the extent provided for in any applicable privacy or other legislation in effect from time to time.

deliberatepractice may disclose personal information to another entity purchasing (including for diligence purposes prior to purchase) the assets of deliberatepractice, provided that entity abides by this or a similar privacy policy.

Contact Us

For more information on deliberatepractice and privacy please contact our privacy officer at:

Name: Kate Ulehla

Phone: 03 9008 5845

Email: kate.ulehla@deliberatepractice.com.au