

Privacy statement for the National Cervical Screening Register and Whaihua portal users

About the NCSP Register and Whaihua portal

Te Whatu Ora operates the National Cervical Screening Register (the **Register**) and the Whaihua Portal (Whaihua). Te Whatu Ora uses the Register and the Portal to collect, store, and monitor key information on the delivery of the National Cervical Screening Programme (**Programme**)

This Privacy Statement outlines how Te Whatu Ora may collect, use, store and otherwise handle personal information about Register and Whaihua users in accordance with the Privacy Act 2020.

We may update this privacy statement from time to time. Please check this privacy statement regularly for modifications and updates. This privacy statement was last updated on **31 August 2023**.

What personal information we collect

We may collect the following personal information, either directly from the you or from your manager:

- Full name
- Role and responsibility
- Contact details- email address and phone number
- Organisation you work for.

This information is held by Te Whatu Ora – Health New Zealand.

How we use the personal information

We may use the personal information for the following purposes:

- To verify your identity
- To communicate with you
- To set-up you up and manage your Register or Whaihua access (if you qualify for user access).

Choice

You have a choice whether to provide us with your personal information. If you choose not to provide us with your personal information, we may not be able to verify your identity or provide you with access to the portal (if you qualify).

Sharing the information

Te Whatu Ora does not share your personal information with any other individual or agency unless required or permitted by law.

Storing information securely

We take reasonable steps to ensure your personal information is protected against loss, unauthorised access, use, modification, disclosure, or other misuse.

Access to, and correcting information

You have the right to access any information we hold about you and ask us to correct it if you think it is wrong.

You can email us at screening@health.govt.nz. When making a request to access or change your information, please include:

- your name
- contact address (email or postal)
- contact phone number
- details of the information you want or want to correct – this needs to be as clear and specific as you can make it. We may ask you for more details.

Please note that before we can provide you with your information or make any changes we need to be satisfied about your identity. To do so, we may need to ask you further questions or to view identification which establishes your identity.

Privacy queries or concerns

If you have any queries or concerns about how your personal information has been managed, please contact us to see if we can resolve the problem. You can-

- Email us at hnzprivacy@health.govt.nz
- Write to us at Privacy Officer – Te Whatu Ora, PO Box 793, Wellington 6140, New Zealand

If you're not satisfied with our response to your concerns, you can contact the Office of the Privacy Commissioner. For more information see the [Office of the Privacy Commissioner website](#).