

sharing your information



This easy read information sheet is about health workers keeping your information **confidential**.

Confidential means information about you that people should not share with others.

Health workers only share confidential information when:

- you say it is OK or
- when there is a good reason or
- when the law says they must

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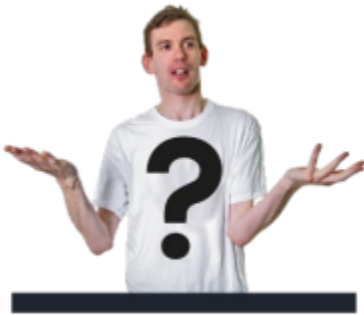
Phone Number

When you go to a mental health service like headspace you will need to fill in some forms.



Mental health workers will ask you questions about:

- who you are
- where you live
- how you feel



Mental health workers need to explain what they ask in a way that you understand.

You can ask them questions so that you understand.



You can ask mental health workers who they will share your information with.

You can ask mental health workers where they will keep information about you.



Mental health workers should ask for your **consent** to collect information about you.

Consent is when you give permission or agree something is OK.

Sometimes they do not need to ask you.

Mental health workers can only share information about you if:



- you said they could tell a family member or support person
- they need to get help to stop you or another person getting hurt
- when they need to for your treatment
- the law says they must



If you have a **guardian** who makes decisions about your health they will be told information about you.

A **guardian** is a person who helps you make decisions about parts of your life when you cannot make decisions by yourself.



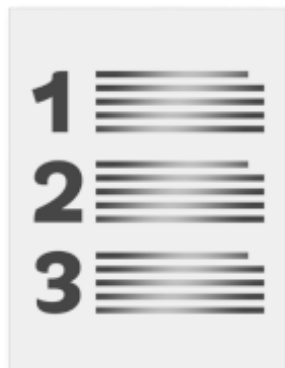
You can talk to the mental health worker if you want to know more about confidential information.



You can also talk to someone you trust.

That might be:

- a family member
- a friend
- a support person
- a hospital worker



There is a list of what some words mean in this information sheet. **headspaces mental health wordlist**