

Harm Prevention and Regulation – Personal information collection statements

Queensland Worker Screening Services

Queensland Worker Screening Services (QWSS) collects your personal and sensitive information, including your name, contact address and evidence of identity. We are required to collect this personal and sensitive information by the [Working with Children \(Risk Management and Screening\) Act 2000](#), [Disability Services Act 2006](#) and [Disability Services Regulation 2017](#).

Personal information

According to [Section 12](#) of the [Information Privacy Act 2009](#) (IP Act) personal information means information or an opinion about an identified individual or an individual who is reasonably identifiable from the information or opinion (a) whether or not the information or opinion is true; and (b) whether or not the information or opinion is recorded in a material form.

Sensitive information

Under [Schedule 5](#) of the IP Act, sensitive information means:

- racial or ethnic origin
- political opinions
- membership of a political association
- religious beliefs or affiliations
- philosophical beliefs
- membership of a professional or trade association
- membership of a trade union
- sexual orientation or practices
- criminal record
- health information
- genetic information that is not otherwise health information
- biometric information that is to be used for the purpose of automated biometric verification or biometric identification; or
- biometric templates.

How we use and disclose your personal and sensitive information

We will use your personal information to process and decide your application. We will not use your personal information for another purpose unless we are authorised or required under a law to do so. We may disclose your personal information to another individual or another government agency to process your application, these include the Queensland Police Service, Queensland Department of Families, Senior, Disability Services and Child Safety, and the Queensland Early Childhood Regulatory Authority. We will not give your personal information to anyone else unless we are authorised or required under an Australian law or Court or Tribunal order to do so.

The personal information you give us may be transferred outside of Australia. If you are giving us an email address to contact you which is supported by a server outside of Australia, the personal information we send to that email address will be sent to the server outside of Australia. By giving us your email address, you are consenting to the personal information contained within the emails to and from the Department of Justice to be disclosed outside Australia. If you do not wish to

provide your email address, please provide a postal address and/or telephone number at which we may contact you.

If you decide not to provide us with the personal information marked mandatory in our forms and as requested by us, we may not be able to deliver our services to you or exercise our functions as they relate to you.

More information

If you have any questions about this collection of your personal information, contact: The Director, Right to Information and Privacy, Department of Justice at GPO Box 149, BRISBANE QLD 4001 or privacy@justice.qld.gov.au.

Our privacy policy tells you about how to make a complaint about how we have handled your personal information and tells you how you can access and amend your personal information we hold. You can find our privacy policy here: www.justice.qld.gov.au/privacy.