



# Privacy and Responsible Information Sharing Policy

## 1. Purpose

The *Privacy and Responsible Information Sharing Policy* ensures that the WA health system protects individuals' privacy and enables responsible information sharing in compliance with the *Privacy and Responsible Information Sharing Act 2024 (PRIS Act)*.

This Policy establishes the [Privacy and Responsible Information Sharing Standards](#), which set out the key principles and requirements that WA health entities must follow.

Legislation pertinent to this policy includes:

- [Privacy and Responsible Information Sharing Act 2024](#)
- [Information Commissioner Act 2024](#)
- [Freedom of Information Act 1992](#)

This policy is a mandatory requirement for Health Service Providers under the *Information Management Policy Framework* by section 26(2)(k) of the *Health Services Act 2016*.

This policy is also a mandatory requirement for the Department of Health by section 29 of the *Public Sector Management Act 1994*.

This policy is to be read in conjunction with the following:

- [MP 0190/25 Aboriginal Data Governance Policy](#)
- [MP 0193/25 Artificial Intelligence Policy](#)
- [MP 0130/20 Complaints Management Policy](#)
- [MP 0184/24 Data Linkage Policy](#)
- [MP 0015/16 Information Access, Use and Disclosure Policy](#)
- [MP 0135/20 Information Breach Policy](#)
- [MP 0146/20 Information Classification Policy](#)
- [MP 0152/21 Information Management Governance Policy](#)
- [MP 0178/23 Information Quality Policy](#)
- [MP 0144/20 Information Retention and Disposal Policy](#)
- [MP 0067/17 Information Security Policy](#)
- [MP 0145/20 Information Storage Policy](#)
- [MP 0162/21 Research Governance Policy](#)

## 2. Applicability

This policy is applicable to WA health entities.

The requirements contained within this policy are applicable to the services purchased from contracted health entities where it is explicitly stated in the contract between the contracted health entity and the State of Western Australia or Health Service Provider. The State of Western Australia or Health Service Provider contract manager is responsible for ensuring that any obligation to comply with this policy by the contracted health entity is accurately reflected in the relevant contract and managed accordingly.

## 3. Policy Requirements

WA health entities are required to:

- Comply with the [Privacy and Responsible Information Sharing Standards](#).
- Establish processes and procedures to ensure compliance, including completing the following documents as required:

### **Non-consumer information privacy complaints**

The actions taken to resolve formal information privacy complaints from individuals who are neither health service users nor acting on behalf of a health service user must be recorded using the [Non-Consumer Information Privacy Complaints Form](#).

### **Compliance notices and enforcement orders**

The Information Management Governance Advisory Group (IMGAG) must be notified of any compliance notices and/or enforcement orders received under the PRIS Act using the [PRIS Compliance Notice and Enforcement Orders Notification Form](#).

The IMGAG must also be notified of the steps taken to achieve compliance and the outcome provided by the Information Commissioner using the [PRIS Compliance Notice and Enforcement Orders Outcome Form](#).

### **Information Sharing Directions**

The IMGAG must be notified of the receipt and response to an information sharing direction issued under the PRIS Act using the [PRIS Information Sharing Direction Notification Form](#).

### **Privacy impact assessments**

All privacy impact assessments conducted for WA health system information must be documented in the [PRIS Privacy Impact Assessment Tool](#).

### **Subsidiary legislation**

Prior to submitting an application for a privacy code of practice or public interest determination under the PRIS Act, approval must be sought from the Systemwide Steward and, where applicable, the WA Health Aboriginal Data Governance Committee (WAHADGC) using the [IMGAG PRIS Subsidiary Legislation Request Form](#).

The WAHADGC and the IMGAG must also be notified of the outcome of an application for a privacy code of practice or public interest determination under the PRIS Act using the [IMGAG PRIS Subsidiary Legislation Outcome Form](#).

## 4. Compliance Monitoring

The Information and Performance Governance Unit, on behalf of the System Manager, must ensure WA health entities comply with this Policy through Information Management Maturity Assessments as prescribed in the [Information Management Governance Model](#).

WA health system entities are required to conduct two-yearly Information Management Maturity Assessments, and the results are subject to review for assurance purposes. In addition, all related local documentation including policies, processes, procedures and/or protocols are to be provided by WA health entities to the Information and Performance Governance Unit on behalf of the System Manager, upon request.

## 5. Related Documents

The following documents are mandatory pursuant to this policy:

- [Privacy and Responsible Information Sharing Standards](#)
- [Non-Consumer Information Privacy Complaints Form](#)
- [PRIS Compliance Notice and Enforcement Orders Notification Form](#)
- [PRIS Compliance Notice and Enforcement Orders Outcome Form](#)
- [PRIS Information Sharing Direction Notification Form](#)
- [IMGAG PRIS Subsidiary Legislation Request Form](#)
- [IMGAG PRIS Subsidiary Legislation Outcome Form](#)
- [PRIS Privacy Impact Assessment Tool](#)

## 6. Supporting Information

The following information is not mandatory but informs and/or supports the implementation of this policy:

- [Privacy and Responsible Information Sharing Policy Resource Compendium](#)

## 7. Definitions

The following definition(s) are relevant to this policy.

Term	Definition
Compliance notice	Defined in the PRIS Act as a written notice issued to an Information Privacy Principle (IPP) entity by the Information Commissioner where the Commissioner is satisfied that: <ul style="list-style-type: none"><li>• an act or practice of the IPP entity constitutes an interference with the privacy of an individual, or</li><li>• constitutes a serious or flagrant interference with the privacy of an individual.</li></ul>
Contracted health entity	Defined in the <i>Health Services Act 2016</i> as a non-government entity that provides health services under a contract or other agreement entered into with the Department CEO on behalf of the State, a health service provider or the Minister.

Enforcement order	A legal tool prescribed in the PRIS Act that may be used to compel an IPP entity to comply with a determination made by the Information Commissioner.
Information	The term 'information' generally refers to data that has been processed in such a way as to be meaningful to the person who receives it. Information can be personal or non-personal in nature. The terms 'data' and 'information' are often used interchangeably and should be taken to mean both data and information in this policy.
Information Commissioner	The role oversees and promotes understanding of the IPPs and matters relating to Part 2 of the <i>Privacy and Responsible Information Sharing Act 2024</i> .
Information sharing	The term 'information sharing' generally refers to the exchange of knowledge, information or insights between individuals and/or organisations.
Information sharing direction	Defined in the PRIS Act as a written direction from the Minister primarily responsible for one of the public entity's functions or activities, requiring it to enter into an information sharing agreement related to the government information held for that function or activity.
Information Management Governance Advisory Group (IMGAG)	The peak body for information management governance within the WA health system. This body provides strategic advice on the management of information within the WA health system which includes, but is not limited to, clinical and non-clinical information.
Information management maturity assessment	The information management maturity assessment is part of the compliance component of the <a href="#">MP 0152/21 Information Management Governance Policy</a> . This assessment obtains an understanding of the current status of the WA health system entities, in terms of information management governance.
Privacy code of practice (PCOP)	Defined in the PRIS Act as a code of practice that provides for either or both of the following: <ul style="list-style-type: none"> <li>• modifications to the application of one or more of the IPPs by prescribing standards at least as stringent as the standards prescribed by the IPPs, or</li> <li>• how one or more of the IPPs are to be applied or complied with.</li> </ul>
Privacy impact assessment	Defined in the PRIS Act as an assessment of a function or activity that identifies potential impacts and makes recommendations to manage, minimise or eliminate any impacts on the privacy of an individual.
Public interest determination	Defined in the PRIS Act as a determination made by the Information Commissioner that an act or practice of an IPP entity is inconsistent with an IPP or approved PCOP, and that the public interest in the IPP entity doing the act or engaging in the practice substantially outweighs the public interest in complying with the IPP or PCOP.

WA Health Aboriginal Data Governance Committee	The WAHADGC is the peak body responsible for overseeing how Aboriginal data is governed within the WA health system. Its role is to ensure that Aboriginal data is managed in a way that respects cultural values, promotes data sovereignty, and supports better outcomes for Aboriginal people.
WA health entities	WA health entities include: <ul style="list-style-type: none"> <li>(i) Health Service Providers as established by an order made under section 32 (1)(b) of the <i>Health Services Act 2016</i>.</li> <li>(ii) Department of Health as an administrative division of the State of Western Australia pursuant to section 35 of the <i>Public Sector Management Act 1994</i>.</li> </ul>
WA health system	The WA health system is comprised of: <ul style="list-style-type: none"> <li>(i) the Department;</li> <li>(ii) Health Service Providers (North Metropolitan Health Service, South Metropolitan Health Service, Child and Adolescent Health Service, WA Country Health Service, East Metropolitan Health Service, PathWest Laboratory Medicine WA, Quadriplegic Centre and Health Support Services); and</li> <li>(iii) contracted health entities, to the extent they provide health services to the State.</li> </ul>

## 8. Policy Contact

Enquiries relating to this policy may be directed to:

Title: Director

Directorate: Information and Performance Governance

Email: [RoyalSt.PSPInfoManagement@health.wa.gov.au](mailto:RoyalSt.PSPInfoManagement@health.wa.gov.au)

## 9. Document Control

Version	Published date	Review date	Amendment(s)
MP 0194/26	11 May 2026	May 2028	Original version

Note: Mandatory policies that exceed the scheduled review date will continue to remain in effect.

## 10. Approval

Approval by	Nicole O'Keefe, Deputy Director General, Strategy and Governance Division
Approval date	30 April 2026

**This document can be made available in alternative formats on request for a person with a disability.**

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