

The National SAAP Data Collection (NDCA)

Policy

Lions Emergency Accommodation Centre Inc. (LEAC) will actively participate in the national data collection system and national research program as identified by the Supported Accommodation Assistance Act 1994 and Agreements.

Procedure

LEAC will protect the privacy and confidentiality of clients by ensuring that all personal information held within the service is secured against loss, unauthorized access and/or use, modification, disclosure or other misuse.

Clients have important rights in relation the SAAP National Data Collection. They have the right to:

- Be told about the collection, and how information will be used
- Decide for themselves whether to give personal information
- Be assured that they will get the same services no matter what they decide
- Have their privacy protected if they give personal information
- Be informed that they can consent to participate in the data collection overall and can still ask that particular information not be recorded on the form.

Informed consent is a statement by a client that he or she agrees to have personal information recorded and sent to the NDCA for analysis.

If informed consent is not obtained the client must be informed that some non-identifying questions will still be completed. However, none of these questions contain personal information for which informed consent must be obtained.