Guide

Consent and student training activities

Note: This is a guide for full information please refer to SA Health policies.

As per the SA Health <u>Privacy Policy Directive</u> and the <u>Privacy Guideline</u> whenever possible only de-identified information is to be used for teaching purposes.

These principles apply to clinical students who use consumer information purely for training purposes and not for any treatment purpose. During activities where students are not directly involved in an individual's care or treatment, only de-identified information is to be used for teaching purposes. Where the use of identifiable information purely for teaching purposes is unavoidable and justified, the express consent of the individual should be sought. Students are required to sign a <u>Clinical Placement Deed Poll</u> outlining their privacy obligations when at clinical placements within SA Health. (<u>Privacy Guideline</u>, p.13).

De-identifiable information means any information or opinion about a person whose identity cannot be ascertained from the information or opinion. De-identified information must not contain identifiers, which if linked with other information, could lead to the identification of a person.

These include personal details / identifiers such as

- Name
- Birthdate
- Address
- Reference number
- · Tattoos, skin colour and/or piercings
- Metadata on digital images (e.g., time and date of capture, GPS location)

De-identifying information also includes removing or altering other information that may allow an individual to be identified, e.g., because of a rare characteristic of the individual, or a combination of unique characteristics.

When to use the SA Health Consent To Use Information for Student Training Purposes form

If there is a possibility that the information is potentially identifiable, it cannot be classified as de-identified. In this instance, a relevant local consent form and/or consent be appropriately recorded in the person's medical record.

- The student must discuss this with their supervisor and/or relevant staff members.
- Consent must be gained from the patient.



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Has the criteria of de-identifiable been met?

Yes

"there is no possibility of identifying or linking back to a person's identity

No consent required

No

"it is unavoidable or justified" "It is unclear whether and individual's identity can be ascertained"

Gain consent from individual

Must complete SA Health Consent
form to use information for student
training purposes and file in patient
record.

The key elements of consent are:

From the policy, consent is defined as "an individual has authorised their personal information to be used for a defined purpose or handled in a particular manner" (p. 4).

- the individual is adequately informed before giving consent i.e., there must be reasonable efforts to ensure that the individual has the information they need to understand what they are consenting to, why it is necessary or desirable, and what may be the results both of consenting and of not consenting.
- the consent should be reasonably specific. A general or blanket consent could result in an individual later indicating that they were not informed of the particular usage proposed;
- the consent is freely given i.e., the individual is not coerced, pressured or intimidated. The individual should not feel that they have no choice or that they do not have enough time to make up their mind:

Reference: Privacy Guideline (p.10) and Consent Policy

Confidentiality

- Students are required to sign a Clinical Placement Deed Poll.
- Electronic records and information are confidential and not for further distribution.
- Students are not permitted to take photographs of consumers, visitors, or colleagues (including other students and staff) and must seek permission before taking any photographs of the workplace environment/equipment.

For more information

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