

PRIVACY, CONFIDENTIALITY AND OQ CONSENT AGREEMENT

Counselling and Wellbeing

PRIVACY

Griffith University is committed to protecting student and staff privacy. When using our services, you may be asked to provide some personal information. This may be used to enable us to work more effectively with you as a client. Only authorised Griffith Counselling and Wellbeing staff will have access to this information. We may also use de-identified and aggregated (statistical) data for the purposes of service evaluation, improvement, and reporting, or for publication/dissemination externally.

CONFIDENTIALITY

We maintain confidentiality with respect to our clients. This means that we will not disclose anything confidential to anybody about our clients unless (limits to confidentiality):

- they expect us to do so and this is agreed at interview (eg. in the case of disability support); or
- they give us written permission to do so if disclosure was not automatically anticipated; or
- we are required by law to do so; or
- there are compelling reasons such as significant risk of harm to the client or other parties, or other safety concerns.

We retain any confidential documents concerning clients for the required number of years after our last contact with them.

OUTCOME QUESTIONNAIRE CONSENT

Completing the OQ30 is voluntary. If you do not want to participate you will still be able to use the services offered by Counselling and Wellbeing and you will not be disadvantaged in any way. You may discontinue participation at any time without any consequences. As with all records kept by Counselling and Wellbeing, the information you provide on the questionnaires is confidential. Should you have any questions or suggestions about the OQ30 please discuss with your counsellor.

By completing the questionnaire, you give permission to Counselling and Wellbeing to have access to the scores of the OQ30 but understand that this data will be de-identified and aggregated (statistical) before it is used as group data for the whole of Counselling and Wellbeing for the purposes of service evaluation, improvement, and reporting, or for publication/dissemination externally.

You understand that if you withdraw now or at any future time, this will not affect any other help and support you are receiving from Counselling and Wellbeing.