



# ASMIRT

2026

Australian Society of Medical Imaging and Radiation Therapy

## Privacy Policy





The Australian Society of Medical Imaging and Radiation Therapy (ASMIRT, “we”, “our”, “us”) is committed to ensuring the privacy of the personal information that we collect and hold about individuals.

The privacy policy explains how we manage the personal information we collect, use and disclose. ASMIRT complies with the *Privacy Act 1988* (Cth) (Privacy Act) and the Australian Privacy Principles, as well as other relevant State and Territory legislation regarding the management of personal information.

## The purposes for which we collect and handle your personal information

ASMIRT is the peak national body representing the medical imaging and radiation therapy professions in Australia. We will not collect, hold and handle your personal information unless it is necessary for, or related to one or more of our functions, activities or services.

The purposes for which we typically collect and handle personal information include (but are not limited to):

- to keep a register of members;
- to promote professional standards of practice – questions of practice, or professional conduct which may be referred to ASMIRT;
- to prescribe and collect membership subscriptions;
- to establish and promote standards of professional education, qualifications, conduct and ethics of the profession;
- to appoint, employ, remove or suspend such persons as may be necessary or convenient for the purposes of the administration of ASMIRT;
- to hold and conduct conferences, meetings, and events relevant to the continued education of medical radiation science;
- to monitor access to our website;
- to analyse and improve our services and offerings;
- to respond to any enquiries or communications we receive;
- to enable individuals to access and use the learning management platform (ASMIRT eLearning) that we make available to our members and other individuals within our network (eLearning Users);
- to curate, publish and disseminate content for ASMIRT eLearning from contributors; and
- to comply with our legal obligations.

If you do not provide the relevant personal information to ASMIRT we may be unable to offer you or maintain your membership, or you may be unable to participate in or have access to our processes, programs, events, activities or to ASMIRT eLearning, or other such services. If you have made an anonymous enquiry or provided feedback, we may be unable to provide you with a response.

## How we collect and hold your personal information

We will generally collect your personal information from you directly. We collect personal information from you in various ways, including:

- when you communicate with us;
- if you apply for membership;
- when you use our website;
- when you complete a survey;



- if you provide a product or service to us;
- when you participate in any of our activities, conferences, events or programs; or
- if you access or use ASMIRT eLearning, or contribute to its content.

If we collect any personal information about you from another party, where practicable, we will take reasonable steps to inform you why we have collected the information and how we will use it.

Personal information is only kept while it is required for the purpose for which it was collected, for a permitted secondary purpose, or as required by Law. We will take all reasonable steps to ensure that personal information is protected from modification, misuse, disclosure, loss and unauthorised access. We will also take reasonable steps to destroy, or permanently de-identify personal information which is no longer needed.

## The kinds of personal information we collect and hold

The types of personal information we collect and hold about you will ultimately depend on the way in which you have engaged with us.

In relation to members (or prospective members), the kinds of information we collect and hold can include your:

- full name and contact details;
- skills, qualifications, employment for the purposes of verifying eligibility for membership;
- supporting documentation that has been submitted as part of participation in any of our panels, programs, or an application for membership, membership renewal or certifications;
- details of any complaints made against members and any actions taken in relation that complaint;
- membership status and history;
- details of any interactions you have with us; and
- ASMIRT-assigned unique membership number, which appears on your membership certificate and renewal notices.

In relation to individuals who participate in our conferences, meetings, and events relevant to the continued education of medical radiation science, or contribute to the content that is published and made available via ASMIRT eLearning, the kinds of information we collect and hold can include your:

- full name and contact details;
- job title and employer;
- information about your area of professional expertise, qualifications and background;
- information about any accessibility requirements or dietary requirements, if relevant to your attendance;
- if we assist you with travel and accommodation, details of that arrangement, copies of your identification documents (such as a driver's license and passport, which may include your government-related identifiers) and any other relevant information;
- if you participate in any physical activities, any health or fitness-related information you provide to us (including details of any restrictions);
- your date of birth and next of kin or emergency contacts;
- records of, and information about, your attendance or participation;
- if you make a payment to us or we manage a payment on your behalf, your credit card or financial information, and copies of the relevant transaction record and receipt;
- information about your communications with us;
- images or recordings, but only with your consent;
- any content that you provide to us for publication or upload to ASMIRT eLearning; and
- any other information that you provide to us.

### Registered Office:

25 King Street  
Melbourne Vic 3000

### All Correspondence to:

P.O. Box 16234  
Collins Street West Vic 8007  
Australia

### Contact Us:

T (03) 9419 3336  
F (03) 9416 0783  
W [www.asmirt.org](http://www.asmirt.org)

In relation to eLearning Users, the kinds of information we collect and hold can include:

- your full name and contact details;
- your email address;
- any security verification information you provide when registering your account;
- your unique account details for ASMIRT eLearning (such as your username and password, or your membership login credentials);
- any other information you provide when registering for, accessing or using ASMIRT eLearning, including any feedback, communications with us, or other interactions that occur via or in connection with the platform;
- if you make a purchase via ASMIRT eLearning (such as for access to certain content), details of that purchase (which may include your credit card or financial information), and copies of the transaction record and receipt; and
- information and data about how you use ASMIRT eLearning; and
- any other information you provide to us.

In relation to Website Users, we will typically only collect personal information through our website if you voluntarily provide it, including:

- your email address, name and other contact details if you transmit these to us electronically in an email message or through a web page form; and
- login attempts and/or successful logins linked to your account when accessing pages that require you to enter a username and password (for example when accessing our members-only pages).

We may collect non-identifying information in relation to your use of our website, including your IP address, the type of browser you use, the files you request, and the domain name and country from which you request information, to monitor and improve our website and services. If you are a known website user (such as if you have logged in to your account), such browsing data may be identifiable.

In relation to such browsing data:

- we use Google Analytics to collect information about how people use our website. The information we obtain from Google Analytics is used to help us understand users' needs so that we can offer a better user experience;
- Google Analytics uses 'cookies' to collect information about which pages you visit, how long you are on the website, how you got there (for example from a search engine, a link, an advertisement etc) and what you select;
- information collected by the cookies (including your IP address) is transmitted to and stored by Google on servers in the United States; and
- by using our website, you consent to the processing of data about you by Google in the manner described in Google's Privacy Policy and for the purposes set out above. You can opt out of Google Analytics if you disable or refuse the cookie, disable JavaScript, or use the opt-out service provided by Google.

Some information that we collect (as described above) may be sensitive information. This will only be collected with your consent, or as otherwise permitted by Law.

From time to time we may also collect de-identified health information (including images), which forms part of the educational content made available to eLearning Users via ASMIRT eLearning. Any such information has been robustly de-identified prior to our collection of the content.

## Who we disclose your personal information to

From time to time, we will disclose your personal information for the purposes described above in this Privacy Policy. This may include disclosures to:

- our service providers who support and enable us to provide our services and operate our business, such as:
  - our information technology, network, website, software, and cloud service providers;
  - our payment gateway providers;
  - other organisations who support our delivery of conferences and events (such as our hospitality, venue and accommodation providers);
  - if you request our assistance with travel arrangements and immigration approvals, relevant organisations and government agencies involved in that process; and
  - our external professional advisers;
- other conference or event attendees, or eLearning Users – if you have provided us with content contributions (or have otherwise posted publicly within ASMIRT eLearning or on our websites or platforms); and
- if you have completed a survey, any organisations that are named at the beginning of the survey as entities to whom your information will be disclosed to.

For members, we note that:

- as required in the relevant membership clauses of the ASMIRT Constitution, we must disclose member's full names, and any changes to their membership status, whether by transfer from one grade of membership to another, or by election, resignation or expulsion, to other members of ASMIRT;
- for the purposes of the verification of membership, ASMIRT may also disclose a member's name and membership status, including their possession of a Certificate of Compliance, to any of the following upon their request:
  - State and Territory work cover entities
  - Health insurers
  - Medicare
  - Police
  - Ahpra
  - the relevant member's employing or engaging organisation; however,
- if any other organisation, person or entity requests that ASMIRT verifies a member's name and membership status, including their possession of a Certificate of Compliance, we will not do so until we have received authorisation from the member or we are otherwise required to do so by law.

## Offshore disclosures

From time to time, the types of disclosures described above might involve your personal information being shared with recipients who are located overseas, including our software and other service providers in the United States of America, United Kingdom and Columbia.

## How you may access the personal information that we hold and seek a correction of such information

You have the right to request access to, or correction of, the personal information that we hold about you. If you would like to make such a request:

- members can view and modify certain personal information we hold about them by logging into the members-only section of the website and accessing their membership profile;
- members may seek a copy of their information on the member database. This information will be forwarded to members when requested in writing free of charge in the form of a printout of the database information; and
- for all other requests, you can contact us directly using the details described in the 'Contact Details' section of this policy.

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We may need you to verify your identity before we can properly process or consider your request. If we deny you access to or we refuse your request to correct your personal information, we'll give you reasons for this in writing.

## Data security

We take reasonable steps to protect the personal information we hold against loss, unauthorised access, use, modification or disclosure and against other misuse. These steps include storing electronic files in secure facilities, encryption of data, regular backups of data we hold, audit and logging mechanisms and physical access restrictions.

When no longer required, personal information is destroyed in a secure manner.

## How to make a complaint about a potential breach of your privacy

If you have a complaint about the manner in which ASMIRT has handled your personal information, please contact us using the details described in the 'Contact Details' section of this policy. We will endeavour to resolve your complaint promptly.

If you are not satisfied with our response to any complaint, you can also lodge a complaint with the Office of the Australian Information Commissioner:

- by phone: 1300 363 992; or
- online at: [www.oaic.gov.au](http://www.oaic.gov.au).

## Contact Details:

The Chief Executive  
The Australian Society of Medical Imaging and Radiation Therapy  
PO Box 16234  
Collins Street West  
Vic, 8007

Email: [ceo@asmirt.org](mailto:ceo@asmirt.org)

## Changes to our privacy policy

We will review this privacy policy from time to time, and inform members and other individuals of any changes to this policy by publishing the revised policy on our website.