

Easy English Privacy Policy

Easy English



This information will help you understand how we get and look after information about you.



This information is written in an easy to read way.



We use pictures to explain some ideas.



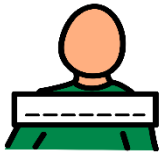
You can ask for help to read this information.

You can ask a family member or a friend to help you.

You can ask a support person to help you.

What is personal information?

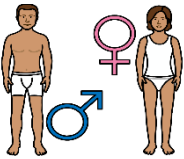
Personal information is things about you like



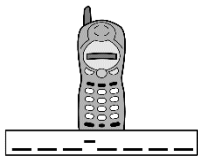
- your name



- your age



- your gender



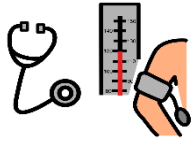
- your phone number



- your email address



- your work history



- your health needs



- your disability information.

Where do we get your personal information from?

We get information about you from



- you
- people in your family
- people who look after you.

Sometimes other services give us information about you.



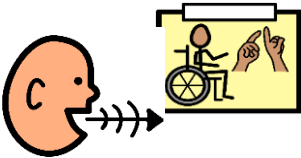
We do not get personal information when you look at our website.

Why do we get information about you?

We get and keep information about you



- To help us support you to get the services you want.



- To help us support you to meet your goals.

Who will we share your personal information with?

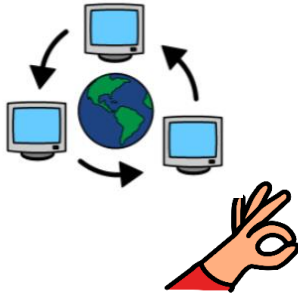


We share it with people and services who help us support you.



We only share your information when you say it is OK or the law says we have to.

Do we share your personal information overseas?



We will only send your information outside Australia when you say it is OK or the law says we have to.

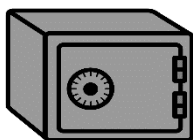
Can you see or change your personal information?



You have the right to see the information we have about you.



You can ask us to change the information we have about you.



Your personal information will be kept safe and private.



You can ask us about how we use your personal information.



You can tell us what you think about how we use your personal information.

How to contact us



Call 1800 275 753



Email privacy@cpl.org.au



Post a letter to Level 2, 340 Adelaide Street, Brisbane QLD 4000

This is an Easy English version of our Privacy Policy.
Our Privacy Policy is on our website at cpl.org.au or please contact us if you would like to receive a copy.

The CPL Group acknowledges the Traditional Custodians of country throughout Australia and we pay our respects to Elders, past, present, and emerging.