

Privacy & Data Policy for Independent Contractors – Parenting Genie

At Parenting Genie, we take data privacy and protection seriously. This Privacy & Data Policy outlines how we collect, handle, store, and share information relating to clients, contractors, and business operations in compliance with relevant privacy laws in Australia.

1. Collection of Personal Information

We may collect personal information from contractors, including, but not limited to, full name, contact details, professional credentials, ABN, AHPRA number, Working With Children Check, and Police Clearance. Information is collected through secure onboarding forms or direct submission.

2. Use of Information

Information collected is used solely for:

- Verifying professional credentials
- Scheduling services through our platform
- Communicating with clients
- Internal operations and compliance

3. Storage and Security

All personal data is stored securely using industry-standard encryption. Only authorised personnel have access to contractor data. We do not store sensitive client consultation data unless it is essential for legal, medical, or operational reasons.

4. Sharing of Information

Contractor information may be shared with:

- Clients (limited to necessary information such as name, specialty, and qualifications)
- Regulatory authorities if required

We do not sell or distribute any personal data to third parties.

5. Data Access and Retention

Contractors have the right to access and update their information at any time. We retain

contractor data for as long as necessary to fulfil business and legal obligations, after which it is securely deleted.

6. Consent

By signing the Independent Contractor Agreement and providing services through Parenting Genie, you consent to the collection and use of your personal data as described in this policy.

7. Breach Notification

In the unlikely event of a data breach, Parenting Genie will notify affected parties and relevant authorities in accordance with the Australian Privacy Act.

8. Contact

If you have questions or concerns about this policy, please contact us at:
admin@parentinggenie.com.au