

Summary – Code of Practice

The purpose of this document is to provide the public with a guide only to the main concepts of the Code of Practice (**Code**). The Code is also available and may be reviewed by the public. This document is a guide only and does not constitute legal advice and does not purport to be a complete legal description of the matters described below.

Item	Commentary	Clause No.
Purpose of document	The Code provides for the control of data matching and data linkage for the purpose of producing or verifying personal information for the 360 Degree View of the Child (360VoC) Project.	
Parties	Department of Children and Families (DCF) Department of Corporate and Digital Development (DCDD) The following public sector organisations (each a Data Provider): <ul style="list-style-type: none"> • Department of Health (Health) • Department of Education and Training • Attorney-General's Department (AGD) • Northern Territory Police Force • Department of Housing, Local Government and Community Development • Department of Corrections. 	Section 5
What data does the Code apply to?	The Code authorises the sharing of basic identity data to identify a match between individuals within DCF's system (specifically Children in Care or at the Attention of DCF and their Close Connections), and individuals on a Data Provider's system. The data shared is <u>limited to</u> an individual's full name and aliases, date of birth (actual, or approximate if not known), gender (identified), sex (biological), residential address, Agency ID and other government identifiers assigned to individuals by a Data Provider, and date of death (Identity Data).	Section 6
What conduct is permitted?	The Identity Data is sent to the Master Data Management technology (MDM), which will produce a directory of mutual customers between DCF and the Data Provider. The permitted purposes for collection, use and disclosure of data is set out in section 6.2. Where there is a partial/unconfirmed match, a manual review process will occur (this mirrors existing manual processes).	Section 4 Section 6.2
What privacy obligations are modified by the Code?	IPP 1 – Data Providers are not required to issue privacy collection notices for use and disclosure of data under the Code. DCDD is permitted to collect basic identity data to conduct the MDM process (see section 7.2(d)).	Section 7.2
	IPP 2 - DCF, DCDD and the Data Providers use and disclose Identity Data where reasonably necessary for a permitted purpose, without the individual's consent.	Section 7.3
	IPP 7 - DCF and the Data Providers can use and disclose their respective government identifiers without the individual's consent, where reasonably necessary for a permitted purpose.	Section 7.4
	IPP 10 – Where the Identity Data held by some Data Providers is sensitive information (i.e. AGD and Health), those Data Providers may disclose that data to DCF, and DCF and DCDD are authorised to collect that data, without the individual's consent, where reasonably necessary for a permitted purpose.	Section 7.5
Who can access the data?	The MDM has been designed to ensure there is no co-mingling of data between each Data Provider. This includes a range of design features which restrict use and allow each Data Provider to retain control over its data. There are also strict limits on personnel who may access the MDM.	Section 4.20, 4.21
Related documents	Clause 6.3(e) of the Data Access Agreements further describe the data matching processes to be carried out in compliance with this Code. Data <u>relating to matched persons only</u> will then be transferred from the Data Provider to the 360VoC Solution, under the Data Access Agreements.	