

My Health Record

How can I control who accesses My Health Record

How secure is my health information?

The My Health Record system is a secure online portal, designed to provide a summary of your health information to trusted medical professionals.

The My Health Record system has been designed to enable individuals to control who can access their My Health Record, or specific information held within it.

What are access controls and how do they protect my information?

You have a number of options to restrict access to your My Health Record, including setting a Record Access Code (RAC) which restricts access to your entire My Health Record or a Limited Document Access Code (LDAC) which restricts access to specific individual documents within your My Health Record. Details for setting these are on page 2.

You can set up a RAC online at myhealthrecord.gov.au. Once your record has a RAC you will need to provide this code to those organisations you want to have access to your My Health Record information. This code can be changed online at any time.

My Health Record is not an open system for individuals or healthcare providers to search for patient information.

There are penalties for unlawful access. All My Health Record data is stored in Australia. Security measures include encryption, firewalls, two-factor identification, access history logs and 24/7monitoring.

You can also select individual documents you wish to restrict access to. Once you generate a LDAC, you will need to provide this code to healthcare providers who you want to have access to your restricted documents.

There are laws and serious penalties in place to protect your personal and health information. Unauthorised collection, use or disclosure of information contained in a My Health Record can carry civil and criminal penalties. Please note that when emergency access is granted, any access controls previously set are overridden. This means that any restricted information can be accessed in an emergency.



Australian Government



Australian Digital Health Agency

My Health Record

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Use your myGov account to link to your My Health Record. Visit my.gov to access your existing myGov account, or to set one up. Once you have signed in to myGov, click 'Services', then click the 'Link' button to set up your My Health Record.

How to set a Record Access Code (RAC)

1. Click on Privacy & Access



2. In the Access by Healthcare Providers section click on Manage Access

Access by Healthcare Providers e.g. GPs, hospitals, dentists, nurses, etc.	
All healthcare providers involved in your care can access this record. You can control access to your entire My Health Record by setting a record access code.	Manage Access
Healthcare providers involved in your care can access your neord	

 A drop-down list appears. Click on Manage Access again

ealthcare providers involved in your care ca re My Health Record by setting a record acc	Close			
Healthcare providers involved in your care can access your record				
Healthcare Provider Access List [i]	Provider can access your record	Provider also has access to Restricted Documents	Documents from this provider are uploaded to	
Croydon Health Service	~	×	General Documents	Manage Access
DHS5765	~	×	General Documents	Manage Access

4. Enter a 4–8 character code, continue and confirm

Limit access to your My He	alth Record
You can limit access to your My Health Record by setting a Record Ac them with your Record Access Code. Other health care providers wit	ccess Code. A healthcare provider cannot view your My Health Record unless you provide hin the same organisation will also be able to view your record.
Note: A healthcare provider will be able to access all documents in yo the event of a serious threat to your health or safety.	our My Health Record in an emergency. This can be asserted by a healthcare provider in
For more information, visit the My Health Record system Help site	Et or call the Help line on 1800 723 471.
You must complete all information.	
Set your Record Access Code Enter a 4 to 8 character code [] Re-enter the code for verification [i Cancel Continue	5. Confirmation of setting a Record Access Code Vou are about to set a Record Access Code Cancel Confirm

For more information go to:

MyHealthRecord.gov.au Help line 1800 723 471

How to set a Limited Document Access Code (LDAC)

1. Click on Privacy & Access

Antolius Gerenand Antolius Phyliol Holts Agency	My Health Record				JOHN SMITH Born 16-Feb-1978	~
RECORD HOME	DOCUMENTS	PRIVACY & ACCESS	PROFILE & SETTINGS	BROWSE ALL		HELP

2. In the Document Access Settings section click on Manage Access

Document Access	Settings	
Documents may be related to your vis who can view documents that you con	Manage Access	
Document(s) I have set as restricted access	TO Document(s) In My Health Record	

3. Click Set limited document access code

You have restricted documents.
If you want healthcare providers who don't have access to your limited documents to see them you will need to set a limited document access code (LDAC) and provide this code to your healthcare providers. Set limited document access code
Manage document access

4. Enter a 4-8 character code, continue and confirm

Grant Access to your Restric	ted Documents
You can give access to restricted documents in your My Health Record E given your Limited Document Access Code can access your restricted do	by setting a Limited Document Access Code. Only healthcare providers who have been ocuments.
Note: A healthcare provider will be able to access all documents in your provider if there is a serious threat to your health or safety.	My Health Record if emergency access is required. This can be asserted by a healthcare
For more information, visit the My Health Record system Help site 🗈	or call the Help line on 1800 723 471.
You must complete all information.	
Enter a 4 to 8 character code 1	5. Confirmation of setting a Limited Document
Cancel	You are about to set a Limited Document Access Code.
	Cancel Confirm

6. Next to the document you are seeking to limit access to, click on Manage Access

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