

Managing personal information

This three-hour training session will help you understand what is meant by managing personal information within an employment context, and why it is an important consideration.

About the training

When people consider a return to work, they may be concerned about disclosing a health condition or conviction. This training session will help you understand what is meant by managing personal information within an employment context, and why it is an important consideration.

This workshop is ideal for:

- health professionals
- social services professionals
- Work and Income case managers
- Department of Corrections case managers
- family / whānau and other support teams.

Learning objectives

The learning objectives include:

- understanding the difference between managing personal information vs. disclosure
- how to share sensitive information and for what purpose
- how to identify the pros and cons of sharing personal information
- supporting people to develop a plan and statement for their personal use.

“I have more understanding about the importance of disclosure, and the different levels of privacy and consent. The discussion around the legal aspects and declaring convictions was very interesting.”



Further information



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