MCQ International

Essentials of Privacy Law

Essentials compliance training

Quality training content

- Time-efficient compliance courses focused on key topics
- Developed in Australia for use in all states and territories
- Regularly updated to comply with current regulations
- Engaging, interactive content
- Online assessments included to ensure effective learning
- Responsive and accessible design to maximise usability

Powerful learning tools

- Take advantage of our exclusive Online Compliance LMS
- Simplify training for existing staff, inductions and refreshers
- Create custom training schedules for different roles
- Generate real-time reports
- Automate the sending of invitations and reminders
- Upload your own documents to complement courses

Essentials of Privacy Law Compliance

Australia has some of the world's most highly developed laws regarding protection of individuals' personal information. Obligations are primarily defined in a set of Australian Privacy Principles (APPs) that are contained in the *Privacy Act*. This online compliance training module explains the Australian Privacy Principles with practical examples to help staff understand their obligations and how they can comply with the law in their everyday work practices. Breaching the laws can have serious consequences for individuals and employers, so everyone needs to understand their responsibilities.
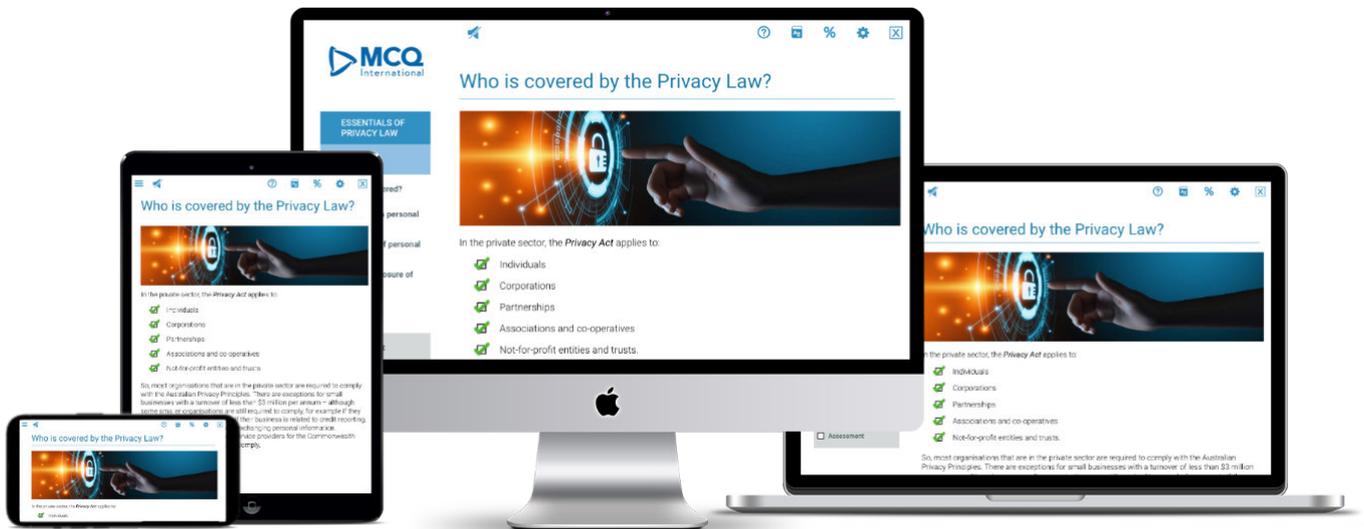
Course structure and delivery

This course is delivered online at the learner's own pace and takes about 40 minutes to complete, though it can be completed over multiple sessions. At the conclusion of the training, learners will undertake a brief quiz which must be passed to complete the course.

Built-in course features

All MCQ International courses are designed to operate on a wide variety of devices, including computers, iPads, tablets and mobile phones. Optional accessibility features include audio narration, dark mode display, and a distraction-free 'reader view'. Course progress is recorded automatically across all devices.

About our 'Essentials' courses

MCQ International offers two options for your training needs: our *Comprehensive* courses cover a broader subject area in depth and are suitable for management and roles with higher compliance risks. Our *Essentials* courses each take around 25-40 minutes to complete, are more focused on specific training topics, and are suitable for roles at all levels. You can easily mix-and-match both options to suit your needs.

Topics covered in the course

The *Essentials of Privacy Law* course covers the following topic areas:

- An introduction to the *Privacy Act*
- The 13 Australian Privacy Principles (APPs)
- Which information is covered by the law
- Understanding 'sensitive information'
- Requirements when dealing with information
- Considerations when collecting information
- Laws relating to disclosure and use
- Obligations when storing personal information
- The need to keep information up-to-date
- Individuals' rights to access and correct data
- Responsibilities when sharing data overseas
- What happens if privacy laws are breached.

Find out more

Contact us now via email at sales@mcqi.com.au or simply scan the code on the right to get more information about the course content, pricing options and how to purchase.