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| Health information statement template |
| Health Information Statement under section 740 of the Mental Health and Wellbeing Act 2022 |
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This health information statement template is provided as a guide only.

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| Dear [*name of contact for provider*]  **Health information statement** **under section 740 of the *Mental Health and Wellbeing Act 2022***  Please accept this letter as my health information statement under section 740 of the *Mental Health and Wellbeing Act 2022* (**Act**).  I made a request to [*name of the provider*] on [*date of request*] [*under section 39 of the Freedom of Information Act 1982* **or** *in accordance with Health Privacy Principle 6*] to amend or correct my health information that [*name of provider*] holds.  In my request, I sought the following corrections/amendments to my health information:   * [*Correction/amendment 1 – identify the information you wanted amended, specify how it was inaccurate, incomplete, out of date or misleading, and the amendment or correction you were seeking*] * [*Correction/amendment 2*] * [*Correction/amendment 3*]   On [*date written notice received*] [*name of the provider*] provided me with written notice of its refusal to amend or correct my health information.  I note that [*name of provider*] will include this health information statement on my health information record.  Yours sincerely  [*Name of person who made request*] |

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