



Otago Polytechnic Code of Privacy/Confidentiality

New Zealand Certificate in Animal Care (Level 3) (Companion Animals) (NZCAC)

As a student studying an Otago Polytechnic, School of Veterinary Nursing programme, I agree to abide by the Otago Polytechnic Code of Privacy/Confidentiality as set out below:

1. I am currently enrolled as a student in the School of Veterinary Nursing at Otago Polytechnic. I understand that during the course of this programme I am being permitted to work in animal facilities, and must abide by the Privacy Act, 1993
<http://www.legislation.govt.nz/act/public/1993/0028/latest/DLM296639.html>
2. I understand that during any work experience, I may see and/or hear information, or be upset or concerned about the procedures that I may not yet fully understand. At all times, the events that occur within an animal facility are private and confidential. I promise that I will not discuss or critique the competence of the staff employed at any animal facility that I undertake work experience at, or any animals and/or their owners that I see with any of my friends, whanau/family, or others, including the staff at other animal facilities or on any form of social media e.g. Facebook, Twitter, TradeMe Message Board.
3. I will never reveal names, or animal details that might lead to others recognising who I am referring to in a general discussion without the prior permission of the animal's owner and the owner of the animal facility.
4. I understand that I will be taught about the legal requirements and ethical obligations during the programme, including which committees exist for reporting of professional misconduct, cruelty etc. I also understand that there is a Health and Safety Act and Regulations in place to protect both myself, others and animals during these work experiences in animal facilities. I will abide by and apply these at all times during my work experience at any animal facility.
5. I understand that if I do not abide by these conditions, as stated above and agreed to by me I may jeopardise my study as well as work experiences for students in the future. This will include being issued with a written warning on the first incident, and on the second will be notified verbally and in writing of my dismissal from the programme.