



MEMBER MEDICAL INFORMATION PRIVACY POLICY

New Zealand Jet Sport and Boating Association

EFFECTIVE DATE

1 November 2026

POLICY OWNER

NZJSBA Executive Committee

REVIEW DATE

31 October 2028

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1. Purpose

The New Zealand Jet Sport and Boating Association (NZJSBA) is committed to protecting the privacy, dignity and confidentiality of medical and health information provided by members, riders, support crew, officials and participants.

Jet-sport racing involves inherent physical risks. The collection and appropriate use of medical information is therefore an important part of ensuring the safety of participants and enabling appropriate emergency response.

This policy explains how NZJSBA and its affiliated clubs may collect, use, store and disclose medical information.

This policy is intended to operate consistently with applicable New Zealand privacy law, including the **Privacy Act 2020** and the **Health Information Privacy Code 2020**, where applicable.

2. Who This Policy Applies To

This policy applies to medical information relating to:

- NZJSBA members
- Riders and competitors
- Junior riders
- Parents and guardians of junior riders
- Officials and volunteers
- Event participants
- Persons participating in NZJSBA-sanctioned or affiliated events.

It applies to information collected by NZJSBA, affiliated clubs and authorised event personnel where that information is collected for NZJSBA-related activities.

3. Medical Information That May Be Collected

Depending on the requirements of the activity or event, NZJSBA or an affiliated club may collect information including:

- Emergency contact details
- Relevant medical conditions
- Allergies
- Current medications where relevant to emergency treatment
- Previous significant injuries where relevant to participation
- Relevant medical restrictions or limitations
- Medical clearances
- Concussion information
- Injury and accident information
- Treatment provided following an incident
- Fitness-to-participate information
- Information provided on medical forms
- Information required for insurance purposes
- Information required by an event organiser or governing body
- Information necessary to facilitate emergency medical treatment.

NZJSBA will seek to collect only information that is reasonably necessary for the relevant safety, medical, event, insurance or administrative purpose.

4. Medical Information

For NZJSBA-sanctioned events, riders are required to provide medical and emergency information before participating.

This may include an emergency contact, relevant medical conditions, allergies, medications or other information that could assist medical personnel in an emergency.

Medical information may be made available to designated personnel who have a legitimate need to access it, including:

- Event medical personnel
- First aid personnel
- Safety officers
- Race officials where necessary
- Event organisers
- Emergency services
- Medical professionals treating the rider.

The information will not be made generally available to other riders, spectators, members of the public or social media.

Where practical, medical information should be held separately from general membership information and accessed only by authorised personnel.

5. Accidents and Injuries at Events

Where a rider or participant is involved in an accident or injury during an NZJSBA-sanctioned event, relevant information may be recorded for:

- Immediate medical treatment
- Emergency response
- Incident management
- Safety investigations
- Insurance purposes
- Legal or regulatory requirements
- Accident and event reporting
- Identifying measures that may improve event safety.

An incident report may include details of the circumstances of an accident, injuries sustained, treatment provided and whether the participant was transported for further medical assessment.

Such reports are confidential and access will be restricted to persons with a legitimate reason to access them.

6. Concussion and Head Injuries

Because concussion and head injuries may present a significant safety risk in jet-sport racing, NZJSBA may collect and record information concerning suspected or confirmed concussion or other head injuries.

Where an authorised medical professional or appropriately qualified person determines that a rider should not continue participating because of a suspected concussion or other injury, the rider may be stood down from competition in accordance with applicable NZJSBA safety requirements.

Relevant information may be shared with:

- The rider
- The rider's parent or guardian where the rider is under 16
- Event medical personnel
- Relevant race officials

- NZJSBA safety or executive personnel where necessary
- A subsequent medical professional where required for appropriate care.

The fact that a rider has been removed from competition for medical or safety reasons will not, by itself, authorise the publication of their medical details.

7. Medical Stand-Downs and Return to Competition

Where a rider has been stood down from racing because of an injury, concussion or other medical concern, NZJSBA or the relevant event organiser may require evidence of medical clearance before the rider returns to competition.

Only information reasonably necessary to establish whether the rider may safely participate should be requested.

Where possible, NZJSBA should not require a rider to provide their complete medical records where a medical clearance or equivalent confirmation is sufficient.

Medical clearance information will be treated as confidential.

8. Junior Riders

Additional care will be taken with medical information relating to junior riders.

Parents or legal guardians may be required to provide relevant medical and emergency information for a junior rider.

Where a junior rider is involved in an accident, injury or medical incident, relevant information may be communicated to their parent or legal guardian where appropriate and lawful.

Information may also be provided to medical professionals, emergency services, event medical personnel and authorised officials where necessary to protect the junior rider's health and safety.

NZJSBA will consider the age and maturity of the young person when handling their information and will take reasonable steps to ensure that information is not unnecessarily disclosed.

9. Parent and Guardian Information

Parents and guardians providing medical information on behalf of a junior rider should ensure that the information supplied is accurate and current.

Parents and guardians should notify NZJSBA or the relevant club of any significant changes to a junior rider's medical circumstances that may affect their safe participation.

10. Emergency Medical Treatment

In an emergency, the health and safety of the participant takes priority.

Relevant medical information may be provided to ambulance personnel, emergency services, doctors, hospitals, paramedics or other medical professionals where reasonably necessary to provide appropriate treatment.

Information may be disclosed without prior consent where this is necessary to protect the individual's life, health or safety or where otherwise permitted or required by law.

11. Medical Information and Race Officials

Race officials may need limited medical information to make safety decisions.

For example, an official may need to know that:

- A rider has been medically stood down
- A rider is not permitted to compete
- A rider requires medical clearance before returning
- A rider has been transported for medical assessment.

Race officials should not ordinarily be provided with detailed medical histories or diagnoses unless that information is reasonably necessary for their role.

12. Medical Information and Other Riders

A rider's medical information is not generally a matter for other competitors.

Members, riders, support crew and officials must not seek, circulate or disclose another person's private medical information unless they have appropriate authority or there is a legitimate safety reason.

For example, if a rider is injured, it may be appropriate to advise that the rider is receiving medical attention. It may not be appropriate to disclose their diagnosis, treatment or private medical circumstances.

13. Social Media

Medical and injury information must not be published on social media without appropriate authority.

This includes:

- Diagnoses
- Medical conditions
- Concussion information
- Treatment details
- Hospital information
- Medical photographs
- Medical reports
- Private information about an injured rider.

A club or event may wish to publish a general message such as:

"We can confirm that the rider was involved in an incident and is receiving medical attention. We ask everyone to respect their privacy."

Any more detailed information should only be published with the appropriate consent or other lawful authority.

Members should also avoid sharing or commenting on another rider's medical circumstances on Facebook, Instagram or other social-media platforms.

14. Photography and Video of Incidents

Photographs and video of racing incidents may be collected for legitimate purposes including:

- Safety investigations
- Incident review
- Race administration
- Insurance
- Legal requirements
- Training and safety improvement.

However, photographs or video showing an injured person or their medical treatment should be treated sensitively.

They should not be publicly distributed where doing so would unnecessarily disclose private medical information.

15. Insurance Claims

Medical information may be provided to an insurer where reasonably necessary to administer a legitimate insurance claim involving NZJSBA, an affiliated club, event or participant.

Only information reasonably required for the claim should be disclosed where practicable.

16. Governing Bodies and Event Organisers

Where participation in an event requires medical or health information to be provided to another governing body, event organiser or authorised organisation, NZJSBA may provide the information where there is an appropriate lawful basis for doing so.

This may include information required for:

- Eligibility to compete
- Safety requirements
- Medical clearance
- Insurance
- Incident management
- Event registration
- Emergency response.

Where possible, riders will be informed beforehand about what information is required and who will receive it.

NZJSBA will seek to avoid providing more medical information than is reasonably necessary.

17. Overseas Events and IJSBA

NZJSBA riders may participate in events outside New Zealand, including international competitions administered by or affiliated with the **International Jet Sports Boating Association (IJSBA)** or another overseas event organiser.

Where an overseas event requires medical information, NZJSBA may provide relevant information where reasonably necessary for participation, safety, insurance, emergency treatment or event administration.

Because overseas organisations may be subject to different privacy laws, riders should be informed, where practicable, about:

- What information is being provided
- The organisation receiving it
- The purpose for which it is being provided
- The country or jurisdiction in which it may be stored or processed.

NZJSBA will take reasonable steps to ensure that only information reasonably necessary for the relevant purpose is provided.

18. NZ Team and International Competition

For riders selected to represent New Zealand at an international event, medical information may be collected and managed by authorised NZJSBA team personnel where required for:

- International event registration
- Travel and insurance
- Emergency response
- Medical treatment
- Team safety
- Event eligibility
- Management of injuries or illness occurring during the trip.

Team managers, coaches, mechanics and other support personnel should only have access to medical information where there is a legitimate reason related to their role.

Detailed medical information should not be routinely circulated among the entire team.

19. International Medical Emergencies

If an NZJSBA rider is injured or becomes medically unwell while overseas, relevant medical information may be provided to:

- Overseas medical providers
- Hospitals
- Ambulance or emergency services
- Travel insurers

- Event medical personnel
- NZJSBA authorised team management
- The rider's nominated emergency contact
- The rider's parent or guardian where applicable.

Information will be shared only to the extent reasonably necessary to manage the situation.

20. Storage of Medical Information

Medical information will be stored securely.

Where medical information is held electronically, reasonable security measures will be used to prevent unauthorised access.

Where information is held in paper form, it should be stored securely and separately from general club information where practicable.

Access should be limited to authorised individuals.

Medical information should not be stored on personal devices or personal accounts unless there is a legitimate operational reason and reasonable security measures are in place.

21. Email, Messaging and Digital Platforms

Medical information should not be unnecessarily circulated through general club email lists, Facebook Messenger groups, WhatsApp groups, team chats or other informal communication channels.

Where medical information must be communicated electronically, authorised personnel should use appropriate security measures and limit the information to what is necessary.

In particular, detailed medical information should not be posted in group chats containing people who do not have a legitimate need to know.

22. Confidentiality Obligations

Any committee member, official, volunteer, coach, team manager, safety officer or other person who has access to medical information must keep that information confidential.

Information must not be:

- Discussed unnecessarily
- Shared with friends or family
- Posted on social media
- Circulated among riders
- Used for gossip or entertainment
- Used for a purpose unrelated to the reason it was collected.

These obligations continue after the person ceases to hold their position with NZJSBA or an affiliated club.

23. Access to Medical Information

An individual may request access to medical information held about them and may request correction of information that they believe is inaccurate.

Requests should be made to:

NZJSBA Privacy Officer / Secretary
Email: info@nzjetsport.org.nz

Requests will be dealt with in accordance with applicable New Zealand privacy requirements.

24. Retention and Destruction

Medical information will not be retained indefinitely without a legitimate reason.

Information may be retained for an appropriate period where required for:

- Insurance
- Accident investigation
- Legal obligations
- Safety records
- Event records
- Regulatory requirements.

When information is no longer required, it will be securely destroyed or deleted.

25. Privacy Breaches

A privacy breach may occur if medical information is:

- Sent to the wrong person
- Lost
- Stolen
- Published without authority
- Accidentally disclosed
- Accessed by an unauthorised person
- Posted to an incorrect group or social-media account.

Any suspected breach should be reported immediately to the NZJSBA Privacy Officer or Executive Committee.

NZJSBA will assess the breach, take reasonable steps to contain it and determine whether notification to affected individuals or the Office of the Privacy Commissioner is required.

26. Member Responsibilities

Members are expected to:

- Provide accurate emergency and relevant medical information
 - Keep their emergency contact details current
 - Inform the relevant organisation of significant changes that may affect safe participation
 - Respect the privacy of other riders
 - Not publish another person's medical information without appropriate authority
 - Follow reasonable medical and safety directions issued by authorised event personnel.
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27. Consent Does Not Mean Unlimited Disclosure

Where a member provides medical information or gives consent for information to be collected or shared, that does not mean NZJSBA may freely disclose all medical information for any purpose.

Information should still be limited to what is reasonably necessary for the purpose for which it was collected or authorised.

28. Complaints

A member who believes their medical information has been improperly collected, accessed, used or disclosed should raise the matter with the NZJSBA Privacy Officer or Executive Committee.

Complaints will be treated seriously and, where appropriate, confidentially.

Members may also contact the **Office of the Privacy Commissioner** regarding concerns about the handling of their personal information.

29. Policy Review

This policy will be reviewed periodically and following significant changes to relevant privacy requirements, NZJSBA operations or event procedures.

Approved by: _____

Position: _____

Date: _____

Next Review: _____

Appendix A – Recommended Event Medical Information Access

Person/Role	Access
Event medical personnel	Relevant medical information necessary for treatment
Emergency services	Relevant information necessary for emergency care
Safety Officers	Information necessary for immediate safety decisions
Race Director	Information necessary for race/safety decisions
NZJSBA Executive Committee	Only where there is a legitimate organisational, legal, insurance or safety reason
Other Riders	No access to private medical information
General Members/Public	No access to private medical information
Social Media/Publications	No medical details without appropriate authority

Important: This policy should be read alongside NZJSBA's broader **Privacy Policy, Rules of Conduct, Health & Safety Policy, Incident/Accident Reporting Policy and Concussion/Return-to-Ride procedures.**