



## Policies

### All Users Note:

By logging in and accessing the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* you are agreeing to its policies, terms and conditions.

### Cultural Offence

In certain articles within the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* images, texts and/or sounds of deceased Aboriginal and Torres Strait Islander people may be displayed and/or utilised. Aboriginal and Torres Strait Islander people are warned that these images may cause upset and or offence. It is the policy of this e-journal that these images, texts and/or sounds only be used where they are necessary to demonstrate a point of social disadvantage that Indigenous Australians have encountered. No offence is intended by their utilisation and it is the policy of *ATSINJ* to remove such images, texts and/or sounds should they cause offence. Please contact [admin@atsinj.com.au](mailto:admin@atsinj.com.au) should this apply to you.

Many terms or phrases utilised within articles in the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* may contain text and/or words that seem offensive, obsolete, or discriminatory in today's society. However, it should be noted that these are utilised to represent the social thought of the time and should be read in the historical perspective from which they are utilised. Usually this is on the basis of demonstrating or explaining an area of social disadvantage with which Indigenous Australians have encountered.

It is not the policy of the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* to cause cultural offence. Should such an issue arise with any article inside *ATSINJ* we take this very seriously and would appreciate your immediate comment by contacting [admin@atsinj.com.au](mailto:admin@atsinj.com.au)

### Disclaimer

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Whilst the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* utilises and maintains a high security level and efficient daily virus scans, updates and firewalls at its servers and machines it is unfortunate that due to



the malicious intent of others that occasional infections occur. The *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* will take no responsibility for damage caused by such viral raids, should they occur. However, we take viral infections and safety **very seriously** and will prosecute to the highest point of law anyone who attempts or succeeds in infecting our data, sites or e-mail system.

## **Privacy**

**Note:** This Privacy Policy does not cover privacy on external sites linked from our site. These sites have their own Privacy Policy and we advise you read them before utilising these resources.

The *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* takes the privacy of its clients extremely seriously, whilst the following outlines our privacy policy in various sectors our general overarching policy is to fully protect and maintain the privacy of our clients in any way that we can and not reveal identifying information in any way, shape or form. Additionally, we would not knowingly link you to a site that would violate your privacy.

As guiding policies the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* follows the [Privacy Act 1988 \(Cth\)](#) and the [Privacy and Personal Information Protection Act 1998](#) outlined by the Office of the NSW Privacy Commissioner.

## **What Information we collect?**

From time to time we will collect data freely from you in the process of going about our normal business. This may include name, address, phone, e-mail and credit card/bank account details. This data is only utilised for its intended purpose and not passed on or sub-let to other people and/or groups. No credit card or account details are kept past the point of transaction and will be replaced by xxx-xxx-xxx on any printed matter. Moreover, any electronic transaction involving credit cards will take place over a secure SSL connection only. *ATSINJ* does not involve itself in sharing data with any company any data received from you is treated with the upmost respect and security.

We will not give, trade, barter, rent or sell your personal information to any third parties without your express permission except as may be required by law or legitimate process.

## **What are Cookies and why do we use them?**

Cookies are small bits of information that our server retrieves from your machine when you access the *ATSINJ* site at <http://atsinj.com.au/>. This data does not hold any identifying or personal data it merely records the colour depth, screen size, screen resolution, operating platform, browser type, source address, referring address, search terms and country location for statistical purposes and site design purposes only. No further information is retrieved, utilised or stored in this process in any way. The data we do retrieve is valuable to us in that we can design the site to suit you the user, and



support your choices, making *ATSINJ* more efficient for you. This data is also not shared with any other person or company.

### **E-Mail Addresses**

Your external E-mail is our main form of communication to you and as such is preserved safely. Whilst from time to time you may be contacted by us promoting the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* your address will be blocked from other users. Moreover, your e-mail will not be referred or passed to any company or data collection agency for any purposes whatsoever without your written consent. Should you select not to be on a mailing list of *ATSINJ*, for whatever reason, please reply to the e-mail with the words REMOVEFROMLIST in the subject code of the e-mail and you will be removed within 24 hours.

### **Children's Online Protection**

In accordance with the [American Federal Children's Online Privacy Protection Act](#), we do not solicit or store information on persons less than 13 years of age even should such information be freely provided. We sincerely request that children under 13 do refrain from submitting personal information to our or any other website without the express consent and immediate supervision of a parent or other legal guardian.

### **Code of Conduct**

Within the *Aboriginal and Torres Strait Islander Nursing Journal (ATSINJ)* it is possible to communicate with other users via private message and on the Nursing Forum. Any one caught violating, abusing, or expressing unwarranted behaviours or words will be logged out as a user. The decision of the Administrator and Moderator are final.

Certain abusive and/or impolite words are banned and when used on our site will be replaced by our server with xxOOPSxx, after three such warnings you will be automatically logged out and the management will be notified.

Standard e-mail etiquette will be applied at all times CAPITALS is shouting! Please refrain from abusive communications.

### **Terms**

Please allow two to three weeks for all transactions and deliveries such as applying for new subscriptions or ordering items via our secure e-Shop. By entering and using *ATSINJ* you agree to its terms and conditions.