



Note Taker — Client Consent

To support better focus on your care during sessions, clinicians at our practice use NovoNote, an AI tool that assists with taking session notes. Please read the information below before giving consent.

Purpose

The AI note taker lets us focus more on communication and your care during sessions, rather than on manual note-taking.

What is recorded and saved

The audio of your session is cached transiently and deleted immediately after a successful transcription. If a transcription does not complete, the audio is held securely until the note can be recovered. NovoNote converts the audio into a transcript, which is used to create a session summary. Your clinician reviews and edits the summary, which is saved as part of your file.

What happens to the transcript: Your clinician will decide, using their clinical judgement and record-keeping obligations, whether the transcript is deleted once the summary is created or kept securely as part of your record to support your ongoing care.

Privacy and security

- Identifiable details are redacted before processing, so the underlying AI models never receive personally identifiable information.
- Your data is never used to train AI models.
- Data is encrypted in transit (TLS 1.2+) and at rest (AES-256), stored on secure servers in Australia, and independently certified to ISO 27001 and SOC 2 Type II.
- NovoNote complies with HIPAA standards, AHPRA and the Australian Privacy Principles.

Period of consent

This consent is provided for the period below and is reviewed if the terms of the service change. You can withdraw your consent at any time, and doing so will not affect the quality of your care.

Consent is valid until: _____ / _____ / _____ (leave blank if ongoing)

I have read and understood this form and the information provided to me. I consent to the audio of my session being processed into a transcript for the purpose of creating session summaries, and to the handling of the transcript as described above.

Name: _____

Signature: _____

Date: ____ / ____ / _____