

# Privacy and Your Assessment

## Your Personal Health Information

At Bluewater Health we understand that effective healthcare delivery depends on an atmosphere of trust between patients and caregivers. You can trust that we respect:

- Your right to **access** your personal health information;
- Your right to request **correction** of incomplete or inaccurate information contained in your health record; and
- Your right to have your personal health information kept **confidential**.

Personal Health Information means *identifying* information about you related to:

- Your physical or mental health;
- Providing healthcare to you;
- Your health number;
- Your substitute decision maker; and
- Other information included in your health record.

Your Personal Health Information (PHI) is important in allowing us to provide you with better services. Often that information is used when performing assessments to determine your health service and support needs.

Your assessment may include details on:

- Your physical and mental health; and
- Your personal health history.

Unless you tell us not to, we share your assessment information with other health service providers who will provide you with support now and in the future.

## Sharing Your Personal Health Information

We use a secure electronic system to share your health information with other health service providers. This allows them to view the information they need to provide you with the services you need. If you have agreed to share your PHI, the information in your assessment will be used to:

- Provide health support and services based on your needs;
- Make sure your providers have the most up-to-date and complete record of your health history and needs;
- Help us see where there might be gaps or overlaps so we can provide services where they are most needed; and
- Make sure everyone is getting the right support and services.

## Privacy and Security of Your Information

The PHI collected in your assessment belongs to you. The privacy and protection of your PHI is a priority. In the assessment process, we only collect the health information we need in order to determine your service and support needs. This information cannot be used for any other purposes without your permission.

- Your health information is kept in a secure place.
- Your health information will only be viewed by authorized people who deliver your services.
- All health services providers have signed contracts to keep your information confidential.
- When a person views your information, it is recorded in a log. This log is reviewed regularly to make sure there has been no unauthorized access to your information.
- Information is stored and/or disposed of according to the law.

We will investigate any suspected breach or unauthorized access to your PHI.

## Your Privacy Choices

Please speak to your usual care provider or our Privacy Officer, if you want to:

**See your own assessment:** You can request a copy of your assessment at any time.

**Correct your own assessments:** You can ask to have information in your assessment corrected or updated.

**Opt Out:** You may choose not to share your information with other health service providers.

If you would like to know more about how your PHI is handled and shared with partner organizations, please contact Bluewater Health's Privacy Officer at 519-464-4400, Ext. 8528.

## The Privacy Commissioner

If you have any issues or concerns about how your health information is being handled, you have the right to contact the Information and Privacy Commissioner of Ontario at:

2 Bloor Street, East, Suite 1400

Toronto, ON M4W 1A8

Tel: 416-326-3333 or, 1-800-387-0073

[www.ipc.on.ca](http://www.ipc.on.ca)

## Questions?

If you have any questions about your Personal Health Information, please contact the Privacy Office.

Privacy Office, Bluewater Health

89 Norman Street, Sarnia, ON N7T 6S3

Tel: 519-464-4400, Ext. 8528