



ATIKOKAN MEDICAL CLINIC

Privacy Policy

The Atikokan Medical Clinic takes privacy and confidentiality seriously. With privacy and information accountability, the AMC has privacy policies to address management and security data compliance.

The designated Privacy Officer is responsible for managing the AMC privacy program complying with privacy and confidentiality policies. These policies reflect practices which are compliant with the Provincial (PHIPA – Personal Health Information Protection Act) and Federal (PIPEDA – Personal Information Protection and Electronic Documents Act) legislation and the principles of OCAP.

Privacy Practices

Collection of Personal Health Information (PHI)

We collect personal health information either directly from you or from a person designated to make care decisions on your behalf. We collect PHI in order to provide you with health care or to assist in the provision of healthcare to you by other healthcare providers. PHI that we collect may include your name, date of birth, address, treaty number, health history, other records of your visits, the care that you received either at the Atikokan Medical Clinic or from other healthcare providers and the care you received during those visits. Occasionally, we collect personal health information about you from other sources if we have obtained your consent to do so or if the law permits us to do so. We make sure that only those people who need to see your personal health records are allowed to look at them. We protect your Personal Health Information /Personal Identifiable Information through our privacy policies and by adopting appropriate safeguards and security measures.

Permitted uses and disclosures of PHI

We may use and disclose your PHI:

- To communicate with your various health care providers including your family physician and/or other health care institutions for continuity of care, to treat/support and care for you (unless you tell us otherwise)
- To receive payment for your treatment and care (e.g. from OHIP, WSIB, your private insurer, or other payers)
- To plan, administer and manage our internal operations; deliver care and services; and to conduct risk management activities
- To conduct quality improvement activities
- To teach medical students as part of our obligation to the Northern Ontario School of Medicine

- To comply with legal and regulatory requirements
- To fulfil other purposes as permitted or required by law

Your choices and rights on your PHI:

You may access and correct your PHI or withdraw or withhold your consent by contacting us (subject to legal exceptions).

Our commitments to protect your PHI:

- We take steps to protect your personal health information from theft, loss and unauthorized access, copying, modification, use, disclosure and disposal
- We conduct audits and complete investigations to monitor and manage our privacy compliance
- We take steps to ensure that everyone who performs services for us protects your privacy and only use your personal health information for the purposes you have consented to.

For further information about our privacy practices, or to raise a concern, please contact us at:

Lisa Peterson, Privacy Officer

Phone: 807-597-2721 ext. 3

Email: manager@atikokanmedicalclinic.com