

WE VALUE YOUR PRIVACY



Collection of Personal Health Information

Yukon Hospitals in Whitehorse, Dawson City and Watson Lake are public organizations and 'health information custodians' under Yukon's *Health Information Privacy Management Act (HIPMA)*. This means we are responsible for collecting, using, disclosing and protecting your personal health information in accordance with *HIPMA* as well as other applicable laws.

We collect personal health information directly from you or the person acting on your behalf so we can provide safe and excellent hospital care. This information may include your name, photograph, date of birth, address, health card number, health history, records of your visits to Yukon Hospitals and/or other health care providers. Occasionally, we collect personal health information from other sources, if we obtain your consent or if the law permits.

Uses and Disclosures of Your Personal Health Information

We use and disclose your personal health information to:

- Treat and care for you
- Help other health care providers who are not our employees, but may be required to assist in providing you with health care or health services
- Receive payment from your territorial/provincial health care plans, private insurers or others
- Help us plan, monitor, maintain and improve our care and services
- Locate you or your family in urgent/emergent situations using an overhead paging system
- Teach, provide training or conduct research with your consent or as permitted by law
- Plan, administer and manage our internal operations

- Fulfill other purposes permitted or required by law, e.g., reporting abuse, court orders and as authorized by the *HIPMA*

Disclosure of Your Personal Health Information Outside of the Yukon

In some cases, it is necessary for your personal health information to be disclosed to organizations outside Yukon in order to provide you with care. For example, some lab tests cannot be performed in Yukon and must be processed in another province.

When personal health information is disclosed to another province, the laws of that province apply.

Our Responsibilities

Yukon Hospitals are committed to:

- Taking steps to protect personal health information from theft, loss and unauthorized access, copying, modification, use, disclosure, and disposal;
- Monitoring and managing our privacy compliance;
- Taking steps to ensure that everyone who performs services for us protects privacy and only uses personal health information for the purposes consented to; and
- Asking permission before disclosing any information for purposes not related directly to care (e.g. insurance companies, lawyers, etc.), unless otherwise required by law.

Your Information Your Rights

Under Yukon law, you have the right (subject to certain limited exceptions) to:

- Withhold or withdraw your consent for us to collect your personal health information, allow its use by, or share it with a specific health care provider or organization for the purpose of providing you with care. We will do

what we can within reason to comply with your wishes, unless we are authorized by law to do otherwise.

- Request to review or receive a copy of your personal health information. A fee may be charged. We keep your personal health information in accordance with our health records retention schedule.

Important Information

Your personal health information can only be collected, used and disclosed under the *HIPMA* and its regulations:

- We will only share your personal health information with the media or for marketing or fundraising purposes with your express written consent.
- We will confirm your admission or location within the hospital with your family and close friends. If you do not wish to release any information, please tell a hospital staff member during registration or in the area you are visiting/staying.
- We will only notify a representative of your faith group or First Nation at your request.

How to Contact the Privacy Office

For more information about Yukon Hospitals' privacy practices or to raise concerns or provide feedback, contact us:

Chief Privacy Officer
Privacy Office
5 Hospital Road
Whitehorse, Yukon
Y1A 3H7

Phone: 867-393-8685

Email: YHCPrivacy@wgh.yk.ca

Website: www.yukonhospitals.ca

Yukon Hospitals makes our privacy policy available on our website.