

**Protect your personal health information**

The *Personal Health Information Protection Act, 2004* (PHIPA) explains the rules our service providers must follow when collecting, using and disclosing your personal health information (PHI). We have security measures in place to protect your PHI from theft, loss, unauthorized access, reproduction, modification, use, disclosure and deletion.

**Who can access and use your personal health information?**

Only you or the person designated to make decisions about your health can access and use your PHI.

**What are your rights under PHIPA?**

PHIPA gives you the following rights:

- the right to authorize how your PHI is collected, used and shared with others (i.e., your consent);
- the right to access your PHI;
- the right to request corrections or amendments to the contents of your records.

**Consent**

When you request counselling or health services, your consent is implied. Under PHIPA, by scheduling an appointment, you authorize sharing your PHI with other healthcare providers without explicit agreement (i.e., without discussion or written consent), unless you object. You may revoke or limit this consent at any time by having the service provider sign a withdrawal or consent to disclosure form. However, this is not retroactive and may affect your treatment.

**What is the role of the Information and Privacy Commissioner?**

The Information and Privacy Commissioner of Ontario (IPC) is an independent government officer whose role is to ensure that service providers comply with PHIPA. It has the power to investigate and adjudicate complaints. If you believe your service provider or another party is not complying with PHIPA, you may file a complaint with the IPC.

For more information or to file a complaint, please contact the IPC at:

Information and Privacy Commissioner of Ontario

2 Bloor Street East, Suite 1400

Toronto, ON M4W 1A8

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

Phone: 1-800-387-0071

Fax: 416-325-9195

ATS: 416-325-7539

If you have any questions or concerns about our practices, please contact Josée Joliat, Privacy Officer at Collège Boréal, at 705-560-6673 ext. 2061 or [josee.joliat@collegeboreal.ca](mailto:josee.joliat@collegeboreal.ca).