

Commitment to Privacy

Yee Hong Centre for Geriatric Care respects your privacy. We are committed to keeping your personal health information safe and confidential. We have a Corporate Privacy Policy which complies with the Personal Health Information Protection Act (PHIPA) and the Freedom of Information and Protection of Privacy Act (FIPPA).

Why do we collect your personal health information?

We collect your personal health information (e.g. name, date of birth, address, health card number, health history) either directly from you or from the person acting on your behalf so that we can provide you with quality health care.

We may also collect your personal health information from other sources, such as one of your previous health care providers, if this information is needed by us to provide you with necessary treatment and care. The personal health information is kept only as long as it is needed.

How is your personal health information used and disclosed?

The personal health information collected is only shared with those who need to be properly informed for your care:

- » To provide resident, client and family centred care
- » To support provision of continuing care following discharge or transfer to another care facility
- » To conduct safety and quality improvement activities, including satisfaction surveys
- » To meet legal requirements as permitted by law
- » For fundraising activities organized by Yee Hong Community Wellness Foundation to improve our facilities, equipment and programs
- » To obtain payment where necessary

What are your rights and choices? You or the person acting on your behalf can:

- » Ask for access to your personal health information in your file by sending a written request to the Division/Department Head
- » Exercise your right to withdraw your consent by contacting us in writing
- » Ask us to make corrections to inaccurate or incomplete personal health information
- » Ask us not to give out your personal health information to other health care provider, unless it is required by law
- » Be told if your personal health information is stolen, lost or improperly accessed

Questions or concerns?

Please contact our Corporate Privacy Officer at:

Yee Hong Centre For Geriatric Care

Tel: 416 321 6333 ext. 1103

Address: 2311 McNicoll Avenue
Scarborough, Ontario

M1V 5L3



**Yee Hong Centre
For Geriatric Care**

頤康中心

我們對私隱的承諾

頤康中心尊重閣下的個人私隱，並致力保障你個人健康資料的安全及保密。

頤康的私隱政策符合「個人健康資料保障條例」及「資訊自由及私隱保護條例」的規定。

為什麼我們需要收集你的個人資料？

我們會直接向你或你授權的代表收集個人資料，包括姓名、出生日期、住址、醫療保健卡號碼及健康紀錄，目的是為了能夠向你提供最妥善的照顧。我們亦有可能會從其他渠道，例如曾為你提供服務的醫療機構，收集所需的健康資料，作為給你提供恰當護理及診治之用。這些資料只會在有需要期間保存。

你的個人資料將會如何被使用？

你的個人資料將只會向有關人士披露，目的包括：

- » 提供以院友、服務使用者及家庭為本的照顧
- » 跟進已出院及轉院的院友情況，並提供適當支援
- » 進行安全及提升服務質素的有關項目，包括服務滿意度問卷調查
- » 遵守法例要求
- » 頤康基金會為改善頤康中心設備、設施、及社區活動而舉辦的籌款活動
- » 收取所需費用

你和你授權的代表有什麼權利及選擇？

- » 以書面向部門主管要求查閱自己的個人資料
- » 以書面撤回分享個人資料的意願
- » 要求我們改正不正確或不完整的個人健康資料
- » 在合乎法例情況下，不向其他醫療機構披露你的個人資料
- » 若你的個人資料被遺失、盜取及不適當查閱時，將獲頤康中心的通知



Privacy 私隱

A Guide for our Client and Family
服務使用者及家屬指南

問題及查詢

如有問題及查詢，
可聯絡頤康的私隱專員：

頤康中心

電話: 416 321 6333 ext 1103

地址: 2311 McNicoll Avenue
Scarborough, Ontario
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