

## **Privacy Policy**

### Our Commitment to You

At BridgePoint, we understand that effective care depends on the trust between participants and our team. It's not just about fulfilling a requirement under The Health Information Protection Act and The Local Authority Freedom of Information and Protection of Privacy Act, it's about a commitment we make to you. We prioritize your confidentiality throughout your journey at BridgePoint.

### How is my information protected?

BridgePoint has the necessary administrative procedures and technical and physical safeguards in place to protect information from unauthorized use, access or disclosure. Team and guests have signed confidentiality agreements and are bound by The Health Information Protection Act (HIPA) and other relevant legislation. BridgePoint only collects, uses or discloses personal information in accordance with its duties and policies.

### How is my information collected?

As a new participant, you will be asked to provide information about yourself, including your contact information, information requested on the application form and during the intake interview. We only ask and retain the information needed to ensure we can properly identify you and meet your needs for care and follow-up. As required, we request your written consent to obtain information pertaining to your care from other health organizations (e.g. prior diagnostic testing, pre-existing medical conditions, etc.).

### How is my information used and shared?

Authorized BridgePoint team may access and share your information on a need-to-know basis for the following purposes:

- To follow-up with you pre or post programming admission
- To coordinate any referrals or collaboration with your home team
- To provide anonymous statistical and evaluative information on our program
- For medical research purposes
- As required or allowed by law
- Or as per signed consents you have provided to BridgePoint as part of the application or treatment process.

# How can I access or request a change to my personal health information or make changes to my personal information?

You have the right to request access to your personal health information and to request changes if you believe there has been an error or omission in your information.

### Who can I talk to if I have concerns regarding privacy?

For concerns regarding privacy matters or for more information, please contact:

BridgePoint Center for Eating Disorders Phone: (306) 935-2240 Email: <u>bridgepoint@sasktel.net</u>

If BridgePoint is unable to resolve your concern to your satisfaction, please contact:

Office of the Saskatchewan Information and Privacy Commissioner 503-1801 Hamilton Street Regina, Saskatchewan S4P 4B4 Phone: 1-877-748-2298 (toll free) Email: <u>webmaster@oipc.sk.ca</u> www.oipc.sk.ca

### **More Information**

### <u>Legislation</u>

- The Health Information Protection
  Act (HIPA): www.qp.gov.sk.ca/documents/english/Statutes/Statutes/H0-021.pdf
- HIPA Regulations: www.qp.gov.sk.ca/documents/English/Regulations/Regulations/H0-021r1.pdf
- The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP): <u>www.qp.gov.sk.ca/documents/English/Statutes/Statutes/L27-1.pdf</u>

### <u>Privacy Resources</u>

- Office of the Information Privacy Commissioner: <u>www.oipc.sk.ca</u>
- Your Personal Health Information and Privacy: <u>www.saskatchewan.ca/residents/health/accessing-health-care-services/your-personal-health-information-and-privacy</u>
- HIPA brochure: <u>https://pubsaskdev.blob.core.windows.net/pubsask-prod/108825/108825-</u> <u>HIPA Brochure 2015.pdf</u>