



Niagara Falls Community Health Centre

4790 Victoria Ave, Niagara Falls, ON L2E 4C2 • Phone: 905-356-4222 • Fax: 905-356-5676 • www.nfchc.ca

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| Subject: Public Friendly Version of Organization Privacy Policy | Policy Number: P-014 |
| Section: Privacy | Page: 1 of 1 |
| Implementation: April 2014 | Review: |
| Revision: | Approved By: Executive Director |

1.0 INTRODUCTION

The Niagara Falls Community Health Centre (NFCHC) is committed to respecting client privacy and has prepared the "Our Commitment to Privacy" Policy Statement to inform clients and staff of our policy and practices concerning the collection, use and disclosure of Personal Health Information.

2.0 SCOPE

All employees

3.0 POLICY

The Policy Statement governs Personal Health Information collected from and about individuals who are or may become Clients or NFCHC Members and those other individuals outside of NFCHC with whom we work. It does not govern Personal Health Information the NFCHC collects from and about our employees or volunteers, the protection of which is governed by another NFCHC policy. This policy also does not cover aggregated data from which the identity of an individual cannot be determined. The NFCHC retains the right to use aggregated data in any way that it determines appropriate.

All the NFCHC's policies and procedures pertaining to privacy have been written in accordance with the *Personal Health Information Protection Act (PHIPA)*.

The NFCHC is dedicated to making available and posting the policy statement in visible areas for clients and NFCHC members to familiarize themselves with the guidelines set out by *PHIPA*. This statement also includes information in the event that a complaint regarding the NFCHC's privacy adherence is in question.

4.0 POLICY CONTACT

Executive Director