



<p>Team Name: Health Information Services</p> <p>Team Lead: Regional Privacy &amp; Access Officer</p> <p>Approved by: Vice President Corporate Services</p>	<p>Reference Number: ORG.1411.PL.506</p> <p>Program Area: Health Information Services</p> <p>Policy Section: Privacy and Access</p>
<p>Issue Date: April 8 2015</p> <p>Review Date:</p> <p>Revision Date:</p>	<p>Subject: Disclosure of Personal Health Information for Health Research</p>

**SUBJECT:**

Disclosure of Personal Health Information for Health Research

**PURPOSE:**

To protect the Individuals' right to Privacy of their Personal Health Information including Demographic Information during Disclosure for health research as set out under The Personal Health Information Act ("PHIA").

To outline the conditions and restrictions on the Trustee's ability to Disclose Personal Health Information for health research.

**BOARD POLICY REFERENCE:**

Executive Limitation (EL-2) Treatment of Clients  
 Executive Limitation (EL-7) Asset Protection & Risk Management

**POLICY:**

The Trustee protects the participants' right to Privacy of their Personal Health Information including Demographic Information during disclosure for health research as set out under *The Personal Health Information Act* ("PHIA").

Personal Health Information recorded in a designated psychiatric facility is subject to the provisions on disclosure of information contained in *The Mental Health Act*.

The Trustee may disclose Personal Health Information to a researcher as long as it has been approved according to Southern Health-Santé Sud's Research Application and Approval Process ORG.1810.PL.004.

Should the research project require direct contact with the participant, the researcher provides a Participant Information/Consent form to the participant.

In accordance with the *The Personal Health Information Act* ("PHIA"), the researcher shall:

- Ensure that the research project complies with the required safeguards and procedures to protect the Confidentiality and Security of the Personal Health Information; and
- Destroy, at the earliest opportunity consistent with the purposes of the research, any information that, either by itself or when combined with other information available to the researcher, allows participants to be readily identified; and
- Not publish the Personal Health Information in a form that could reasonably be expected to identify the participants; and
- Use the Personal Health Information solely for the purposes of the approved research project

Following research approval from Southern Health-Santé Sud, the Trustee may disclose Personal Health Information to a researcher without consent from individuals for any of the following purposes:

- Analyzing the health status of the population;
- Identifying and describing patterns of illness;
- Describing and analyzing how health services are used;
- Analyzing the availability and adequacy of human resources required to provide health services;
- Measuring health system performance;
- Health system planning

#### **DEFINITIONS:**

**Research:** an undertaking intended to extend knowledge through a disciplined inquiry or systematic investigation consisting of theories, principles or relationships, or the accumulation of information on which these are based that can be corroborated by acceptable scientific methods of observation, inference and/or experiment.

**Researcher:** the term researcher applies to all members of the team conducting the research. The principal investigator is responsible for ensuring adherence to this policy

#### **PROCEDURE:**

1. Upon approval of the research project, the researcher submits all requests for Personal Health Information to the Site/Program Privacy Officer/Advisor.
2. The Site/Program Privacy Officer/Advisor confirms that the research project has received approval in accordance with Research Application and Approval Process policy ORG.1810.PL.004.
3. The Site/Program Privacy Officer/Advisor maintains a record of Personal Health Information disclosed to the researcher in accordance with Use and Disclosure of Personal Health Information policy ORG.1411.PL.502.

#### **REFERENCES:**

Government of Manitoba (2011). *The Personal Health Information Act*. Manitoba, Canada.