

The Protecting Children (Information Sharing) Act Decision Making Tool



The Protecting Children (Information Sharing) Act (PCISA) authorizes, but does not require, information sharing in specific and limited circumstances. This decision making tool is intended to be used by those receiving a PCISA Information Request Form to assist them in deciding whether or not to share the information with the requestor.

| | Things to Consider | Resources |
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| A PCISA Information Request Form is received requesting the disclosure of identifiable personal information or personal health information. | | PCISAinfo@gov.mb.ca https://www.gov.mb.ca/informationsharingact/index.html PCISA Information Request Form |
| Yes | | |
| No Am I (or is my organization) a Service Provider under the PCISA or a Trustee under PHIA? | <ul style="list-style-type: none"> A Service Provider can share the personal information and personal health information of a Supported Child and/or their parent or Guardian. Trustees can only share the personal health information of a Supported Child. | Definition of Service Provider in the PCISA Definition of Trustee in PHIA |
| Yes | | |
| No The disclosure is not explicitly prohibited by another law, such as The Child and Family Services Act (Manitoba) or the Youth Criminal Justice Act (Canada). | <ul style="list-style-type: none"> Am I knowledgeable about my own program legislation and any disclosure and confidentiality provisions it may contain? | The Child and Family Services Act Youth Criminal Justice Act |
| Yes | | |
| No I can verify the requestor's identity and status as a Service Provider under the PCISA. | <ul style="list-style-type: none"> I understand why the information is needed, who it is about, and how it will be used. I understand my organization's identity verification procedures. I will request additional information if needed. | Definition of Service Provider in the PCISA |
| Yes | | |
| No Is the information about a Supported Child or a Supported Child's parent or Guardian? | <ul style="list-style-type: none"> Trustees can share the personal health information of a Supported Child. Service Providers can share the personal information and personal health information of a Supported Child and/or their parent or Guardian. | Definition of Supported Child in the PCISA Definition of Guardian in the CFSA |
| Yes | | |
| No Is the information necessary for the purpose of providing or planning for the provision of services or benefits to the Supported Child? | <ul style="list-style-type: none"> Does the information that is being requested relate to the services or benefits provided by the requestor? If the issue is particularly complex, consider referring it to a supervisor or the organization's Privacy Officer. | |
| Yes | | |
| No Do you reasonably believe the sharing of information is in the best interests of the Supported Child? | <p>What are the potential implications (positive and negative) of sharing vs not sharing?</p> <p>Will the sharing of information:</p> <ul style="list-style-type: none"> help the Supported Child access appropriate resources improve the quality of services and outcomes for the Supported Child enhance decision making about services or benefits that are being or will be provided to the Supported Child or his/her family, and/or prevent the Supported Child from 'falling through the cracks' between systems or services? | |

I can disclose information that:

- is accurate, complete and limited to the minimum amount of information necessary to accomplish the purpose of providing or planning for the provision of services or benefits to the Supported Child
- includes relevant information about the strengths of the Supported Child and his or her parent or Guardian where available, and
- is documented following my organization's policies and procedures

I can disclose information that:

- is accurate, complete and limited to the minimum amount of information necessary to accomplish the purpose, or that is stipulated in the consent, and
- is documented following my organization's policies and procedures

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| No I am authorized to disclose personal health information under the PHIA without consent. | I am disclosing personal health information that: <ul style="list-style-type: none"> prevents or lessens a risk of harm to the health or safety of a minor prevents or lessens a serious and immediate threat to the health or safety to any person enables the individual to receive continuing treatment and care, or is authorized to be disclosed by another act of Manitoba or Canada | Legislative Unit Health, Seniors and Active Living Tel: 204-788-6612 PHIAinfo@gov.mb.ca http://www.gov.mb.ca/health/phia/faq.html | Yes |
| No I am authorized to disclose personal information under FIPPA without consent | I am disclosing personal information that: <ul style="list-style-type: none"> protects the mental or physical health or the safety of any individual is for a consistent purpose helps determine service or program eligibility is for law enforcement purposes or crime prevention, or is authorized to be disclosed by another act of Manitoba or Canada | Information and Privacy Policy Secretariat Sport, Culture and Heritage Tel: 204-945-1252 fippa@gov.mb.ca http://www.gov.mb.ca/chc/fippa/index.html | Yes |
| No I can get consent from the individual the information is about. | The consent: <ul style="list-style-type: none"> relates to the purpose for which the information is used or disclosed is knowledgeable is voluntary, and is not obtained through misrepresentation | | Yes |

I cannot disclose the information and will document the decision following my organization's relevant policies and procedures