

CMH Statement of Information Practices

Viewing Personal Health Information in ConnectMyHealth

ConnectMyHealth is a web-based digital health solution, operated by the HITS eHealth Office at Hamilton Health Sciences (HHS), that provides patients (and other users they authorize) with the ability to view certain parts of their health records stored in the health information systems of participating healthcare facilities in Ontario (Data Contributing Facilities). Such health records are accessed on a real-time basis through another service operated by HHS called ClinicalConnect, whose purpose is to provide similar access to such health records by participating healthcare providers.

All personal health information viewed, used and disclosed via ConnectMyHealth is subject to the *Personal Health Information Protection Act, 2004 (PHIPA)*. Each Participant Organization (e.g., hospital) that collects, retains, uses and discloses your personal health information (PHI) is known as a Health Information Custodian (HIC), or for ConnectMyHealth, a data-contributing HIC. Together our role is to protect your health records from improper and unauthorized access, which is managed through our privacy and security policies, procedures, and training programs in place.

Our Role

Within the ConnectMyHealth Program Office, and backed by Hamilton Health Sciences Privacy & Security departments, we have implemented strong administrative, physical, and technical safeguards, aligned with industry best practices, to ensure your PHI is being transferred, processed, or stored in a way that is protected from theft, loss, unauthorized use, modification, disclosure, destruction or damage. Safeguards include the use of tools (both technological and physical), such as security software, encryption protocols, firewalls, locks and other access controls. As well, we have:

- Appointed a Privacy & Security Lead to support and champion all privacy and related activities;
- Privacy and threat risk assessments performed on all applicable systems and processes;
- A comprehensive suite of privacy policies and security standards outlining our information handling practices;
- Privacy and security training, as well as role-based training completed by all staff prior to supporting ConnectMyHealth, and again on a recurring annual basis;
- Agreements with health information custodians and electronic service providers that outline the roles, responsibilities and obligations governing their activities related to ConnectMyHealth; and
- Access controls to ensure individuals are only granted access to personal information or personal health information for the purpose required to perform their role.

Your Choices

ConnectMyHealth provides you (patients), and your authorized users, the ability to easily view health records from across different health care organizations.

- It is your right to limit the personal health information you choose to share with your authorized shared access users, and you may access and correct your personal health information at any time.
- Please contact the Privacy Office of the health care organization that contributed your personal health information for viewing in ConnectMyHealth for more information on accessing, correcting or withdrawing your personal health information in ConnectMyHealth.
- If you require assistance in determining which health care organization contributed your personal health information for viewing in ConnectMyHealth, please contact the ConnectMyHealth Program Office.

Important Information

- Data in ConnectMyHealth is securely encrypted and access is available to users you authorize for access
- All access to ConnectMyHealth is tracked and logged with ongoing auditing managed by the ConnectMyHealth Program Office's Privacy & Security Lead
- Privacy and security policies, controls, procedures and training programs serve to protect patient information

How to Contact the ConnectMyHealth Program Office

For more information about ConnectMyHealth privacy practices or to raise a concern you have with our practices, please contact us:

HITS eHealth Office at Hamilton Health Sciences
Attn: ConnectMyHealth Program Office's Privacy Service
293 Wellington St. North, Suite 108
Hamilton, ON L8L 8E7

Email: privacy@connectmyhealth.ca
Tel: 1-833-824-0265 ext. 2
Fax: 905-577-8260
Website: <https://info.connectmyhealth.ca>

The Information and Privacy Commissioner of Ontario is responsible for making sure that privacy law is followed in Ontario. For more information about your privacy rights, or if you are unable to resolve an issue directly with our office and wish to make a complaint, contact:

Information and Privacy Commissioner of Ontario

2 Bloor Street East, Suite 1400
Toronto, ON M4W 1A8
Email: info@ipc.on.ca
Toll Free: 1-800-387-0073
TDD/TTY: 416-325-7539
Website: www.ipc.on.ca