

**Board of Health Manual**  
**Public Health Sudbury & Districts**  
**Policy**

**Category**

Communication

**Section**

Confidentiality

**Subject**

Freedom of Information

**Number**

F-III-10

**Approved By**

Board of Health

**Original Date**

May 23, 1991

**Revised Date**

June 16, 2016

**Review Date**

November 18, 2021

**Purpose**

The Board of Health supports the general right of the public to obtain access to local government records. This access shall at all times be governed by the provisions of *The Municipal Freedom of Information and Protection of Privacy Act*.

Pursuant to Section 3, subsection (2) of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), R.S.O. 1990, c.M.56, which allows the members elected or appointed to a board that is an institution under the Act to designate in writing an individual to act as head of the institution for the purposes of the Act, the Board of Health for the Sudbury and District Health Unit designates the Medical Officer of Health/Chief Executive Officer as head for the purposes of MFIPPA. In circumstances where the MOH/CEO is unable to act these powers are delegated to the Director, Corporate Services.

The Board recognizes that the *Personal Health Information Protection Act* establishes rules for the collection, use, disclosure and confidentiality of an individual's personal health information. Requests for Personal Health Information shall be accessed and processed in accordance with the *Personal Health Information Protection Act*.

The Board recognizes that the *Regulated Health Professions Act* requires regulated professionals including Physicians and Surgeons, Dental Surgeons, Dental Hygienists, Nurses, and Dietitians to protect the confidentiality of information.