

OUR PRIVACY COMMITMENT TO PATIENTS

Collection of Personal Health Information

At Kingston General Hospital and Hotel Dieu Hospital, we protect your personal health information. Personal health information includes information such as your name, date of birth, address, health history, records of your visits to Kingston General Hospital and Hotel Dieu Hospital and the care that you received during those visits.

Uses and Disclosures of Personal Health Information

We use and share your personal health information to:

- plan and deliver your health care programs and services;
- communicate with other allied health care professionals who will provide your follow-up care;
- perform activities to improve and maintain the quality of the care that we deliver to you;
- conduct risk management activities;
- teach health care professionals;
- plan, administer and manage our internal operations;
- obtain payment for delivery of your health care (e.g. from OHIP, WSIB or others);
- fundraise to improve our healthcare services and programs (information limited to name and address);
- support approved health care research;
- comply with legal and regulatory requirements.

Your Choices

- You may withdraw your consent to share your personal health information for research, fundraising or patient satisfaction surveys. Withdrawal of consent is not retroactive and must be provided in writing. Forms are available from the Registration Staff.
- You have the right to see and request correction to your personal health records.

How to Contact Us

If you have any questions or concerns about privacy at our hospital or about how to access your personal health information, please contact the office of the Privacy Officer at:

76 Stuart Street
Kingston, ON
K7L 2V7
Phone: (613) 544-2631 ext. 2567
Fax: (613) 544-4967
Email: privacy@kgh.kari.net

Important Information

- We take steps to protect your personal health information from theft, loss and unauthorized access, copying, modification, use, disclosure and disposal.
- We take steps to ensure that everyone who performs services for us protects your privacy and only uses your personal health information for authorized purposes.
- We conduct audits and complete investigations to monitor and manage our privacy compliance.

You have the right to complain to the Information and Privacy Commissioner/Ontario if you think we have violated your rights. The Commissioner can be reached at:

2 Bloor Street, East
Suite 1400
Toronto, ON
M4W 1A8
Phone: (416) 326-3333 or 1-800-387-0073
Fax: (416) 325-9195
www.ipc.on.ca