Algoma *Nurse Practitioner-Led Clinic*

Subject: Privacy and Confidentiality	Section: Privacy			Policy Number: PRIVFORM2018-03								
Chart Correction Request Form Note: A "health information custodian" in PHIPA is a person or organization that has custody or control of personal health information for the purpose of health care or other health-related duties. Your correction request should be sent to the attention of the Privacy Officer. YOUR INFORMATION: MR. MRS. MS. MISS Surname: Given Name: Initials: Address: Unnit: City: Province: Postal Code: Telephone: Daytime Evening: CAREGIVER INFORMATION (COMPLETE ONLY IF PATIENT IS UNDER THE CARE OF ANOTHER PERSON.) I authorize the following person to act on my behalf and to receive any personal health information pertaining to me, as necessary for the purposes of this access/correction complaint. REPRESENTATIVE IS A PARENT POA LEGAL GUARDIAN MR. MRS. MS MISS Surname: Initials: Address: Unit: Given Name: Initials: Address: Unit: Province: Postal Code:	Subject: Privacy and Confidentiality			Effective Date: October 24, 2018								
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Algoma Nurse Practitioner-Led Clinic

CONSENT REGARDING YOUR PERSONAL HEALTH INFORMATION

□ I consent to the Privacy Officer of Algoma NPLC inspecting a record of, requiring evidence of, or inquiring into, my personal health information as is reasonably necessary for the purpose of processing my correction request. **CURRENT INFORMATION IN MEDICAL RECORD (REQUESTING TO BE CHANGED):** REQUESTED CORRECTION OR CHANGE TO MEDICAL RECORD:

SUBMIT THIS COMPLETED FORM TO:

Privacy Officer Algoma Nurse Practitioner-Led Clinic 443 Northern Avenue Sault Ste. Marie, ON P6B 4J3



Algoma *Nurse Practitioner-Led Clinic*

PATIENT OR GUARDIAN SIGNATURE

Name:	Signature:	Date						
Please print	,							
Witness Name:	Signature:	Date						
Please print	1							
RESPONSE TO REQUEST FOR CHANGE								
□ Completed in full								
□ Completed partial information								
□ Not completed								
Details of Decision:								

If you are not satisfied with the decision to your request you can contact the Information and Privacy Commissioner of Ontario at 416-326-3333, toll-free at 1-800-387-0073, or visit their website at www.ipc.on.ca.

