

STATEMENT 3.2.19 – STATEMENT ON PATIENT PRIVACY
Undergraduate Medical Education

Approved by:	Clerkship & Electives Committee
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I. PURPOSE

Students enrolled in clinical learning in any year of the Doctor of Medicine Program at the Schulich School of Medicine & Dentistry at Western University are required to respect and follow the privacy policies in place at each institution and the Province of Ontario:

<https://www.ipc.on.ca/wp-content/uploads/Resources/provincial%20guide-e.pdf>

II. STATEMENT

Students must at all time follow the guidelines as outlined below:

1. Patient information should never be shared with those not involved in that patient's care.
2. Do not share your passwords for accessing patient information.
3. Do not share patient data on a hard drive or PDA.
4. Do not text or e-mail identifiable patient information outside the secure electronic environment of the hospital e-mail system. This includes using any patient identifiers in online Learning Management Systems such as Elentra, one45, or OWL. Please ensure you do not use any identifying information when triggering an EPA assessment or similar.
5. Printed patient lists must be disposed of in confidential waste bins after use.
6. Do not access charts of patients not in your care (i.e., family member, friend, your own record).
7. **St. Joseph's Health Care:** is responsible for personal health information under its control and is committed to a high standard of privacy for their information practices. The hospital has adopted the ten principles set out in the Personal Health Information Act, 2004. The policy is available for viewing at: <http://www.sjhc.london.on.ca/your-visit/privacy-information-patients-families-and-visitors/privacy-policy>
8. **London Health Sciences Centre:** is responsible for personal health information under its control and is committed to a high standard of privacy for their information practices. The hospital has adopted the ten principles set out in the Personal Health Information Act, 2004. The policy is available for viewing at: www.lhsc.on.ca/privacy/friendly.htm

9. **Windsor Regional Hospital:** is responsible for personal health information under its control and is committed to a high standard of privacy for their information practices. The hospital has adopted the ten principles set out in the Personal Health Information Act, 2004. The policy is available for viewing at:

https://www.wrh.on.ca/webbuild/site/wrh-internet-upload/file_collection/Windsor%20Regional%20Hospital%20Privacy%20Policy.pdf

10. **Distributed Education or Clinical Sciences Electives Hospitals:** are responsible for personal health information under its control and is committed to a high standard of privacy for their information practices. The hospital has adopted the ten principles set out in the Personal Health Information Act, 2004. The policy is available in each hospital or care facility and students have the responsibility to review and follow the policy of that organization.