



Evergreen School Division

2.A.87 H: Employee PHIA Pledge of Confidentiality

As an employee of Evergreen School Division, I acknowledge and understand that I may/will have access to confidential information (definition below) about students, staff, and/or their families. I understand that this information is protected and governed by the Freedom of Information and Protection of Privacy Act (FIPPA) and the Personal Health Information Act (PHIA).

In signing this agreement, I acknowledge that I am bound by the policies and procedures established by FIPPA and PHIA, and I am aware that a consequence of breaching them is prosecution under the Act.

I further acknowledge and understand that Evergreen School Division has established written policies and procedures containing provisions for the security of personal health information as part of its Student Records Management Procedure that I have been made aware of such.

I commit to maintaining the highest levels of confidentiality and will not divulge any information regarding staff or students that I become aware of as a result of my presence at schools or other divisional buildings.

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|----------------------|
| Date: |
| Name (print): |
| Signature: |
| Position: |

DEFINITIONS:

PERSONAL HEALTH INFORMATION means recorded information about an identifiable individual that relates to:

- the individual's health, or health care history, including genetic information about the individual,
- the provision of health care to the individual, or
- payment for health care provided to the individual, and includes
- the PHIN and any other identifying number, symbol or particular assigned to an individual, and
- any identifying information about the individual that is collected in the course of, and is incidental to, the provision of health care or payment for health care.

HEALTH CARE means any care, service or procedure

- provided to diagnose, treat or maintain an individual's physical or mental condition,
- provided to prevent disease or injury or promote health, or
- that affects the structure or a function of the body,
- and includes the sale or dispensing of a drug, device, equipment or other item pursuant to a prescription.

PHIN means the personal health identification number assigned to an individual by the minister to uniquely identify the individual for health care purposes.