Privacy of Your Health
Information in an Electronic Medical Record

Saskatoon Health Region Primary health care teams began using Electronic Medical Records December 2009 to store your personal health information. There are many benefits to doing this. It improves efficiency, makes records more readable, and increases the security of health information.

Who has access to your health information?
- Healthcare providers directly involved with your care
- Support staff and associated programs who register and schedule patients
- Other healthcare providers who you have been referred to within the Saskatoon Health Region

How is your information accessed?
- In the EMR your personal health information (clinic notes, test results, prescriptions) should only be accessed by your health care providers when they are directly involved in your care. This access may occur from outside of your primary health care centre (such as a hospital emergency room, physician's home, community diabetes clinic) when required.
- Some programs use other computerized systems to manage your care and will share information with the EMR.

Security measures to safeguard your health information
Saskatoon Health Region has health information privacy policies and all employees sign confidentiality agreements.
- There will be regular random audits done to check on inappropriate use or access to your health information.
- Access to charts or health information is tracked in the EMR. A permanent record is created noting time, date and who accessed the chart.
- You have the right to restrict access to a portion of or your entire record in the EMR. This is known as "masking" and can be discussed with your health care provider.
- All staff are granted access to the EMR appropriate to their job duties.
- Your health information is not stored on computer equipment in Saskatoon Health Region or your Primary Health Care Centre. All patient information and electronic data is stored by the owners of the EMR on secure computer systems in British Columbia.

Who to contact if you have concerns about your medical records
If you are ever worried that your health information has been accessed in the wrong way or by the wrong person, report any concerns right away to your family physician, health care provider or the Privacy and Access Officer in the Saskatoon Health Region (306) 655-7679.

All complaints or concerns which are unresolved by your health care provider will be referred to Privacy Representatives within the Saskatoon Health Region and/or the University of Saskatchewan.

Saskatoon Health Region, Privacy and Access Department
Saskatoon City Hospital
701 Queen Street
S7K 0M7
Ph: 655-7679

Working together with people and communities for better health.

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