



Information and Privacy
Commissioner of Ontario

Commissaire à l'information et à la
protection de la vie privée de de l'Ontario

VIA ELECTRONIC AND REGULAR MAIL

October 31, 2017

David O'Toole
President and CEO
Canadian Institute for Health Information
495 Richmond Road, Suite 600
Ottawa, ON K2A 4H6

Dear Mr. O'Toole:

RE: Review of the Report on the Practices and Procedures of the Canadian Institute for Health Information

Pursuant to subsection 45(4) of the *Personal Health Information Protection Act, 2004* ("the *Act*"), the Office of the Information and Privacy Commissioner of Ontario (IPC) is responsible for reviewing the practices and procedures implemented by each prescribed entity to protect the privacy of individuals whose personal health information it receives, and to protect the confidentiality of that information.

Given the practices and procedures of the Canadian Institute for Health Information (CIHI), a prescribed entity within the meaning of the *Act*, were last approved on October 31, 2014, the IPC was again required to review these practices and procedures and advise whether they continue to meet the requirements of the *Act* on or before October 31, 2017.

In accordance with the process set out in the *Manual for the Review and Approval of Prescribed Persons and Prescribed Entities* ("the *Manual*"), CIHI, as a prescribed entity seeking the continued approval of its practices and procedures, submitted a detailed written report and sworn affidavit to the IPC. These documents were to conform to the requirements set out in the *Manual*.

The IPC has now completed its review of your report and affidavit. Based on this review, I am satisfied that CIHI continues to have in place practices and procedures that sufficiently protect the privacy of individuals whose personal health information it receives, that sufficiently maintain the confidentiality of that information and that continue to meet the requirements of the *Act*.

Accordingly, effective October 31, 2017, I am pleased to advise that the practices and procedures of CIHI continue to be approved for a further three-year period.

Attached is an Appendix containing a recommendation to further enhance the practices and procedures of CIHI, which must be implemented prior to the next legislated review.

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I would like to extend my gratitude to you and your staff for your cooperation provided during the course of the review, including your diligence and timeliness in submitting the requested documentation, in responding to requests by my office for further information, and in making the amendments requested.

Sincerely,

Original signed by:

Brian Beamish
Commissioner

Encl.

cc: Anne-Mari Phillips, CPO and General Counsel

Appendix

1. It is recommended that, at a minimum, all the privacy policies, procedures and practices put in place by CIHI, be reviewed by CIHI at least once prior to each scheduled review of these policies, procedures and practices by the IPC pursuant to section 45(4) of the *Act*.