



Information and Privacy
Commissioner/Ontario

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

Personal Health Information Protection Act, 2004

REPORT

FILE NO. HI-050044-1

A psychologist working for a school board



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INVESTIGATOR:

Gillian Judkins

HEALTH INFORMATION CUSTODIAN:

**A psychologist working
for a school board**

SUMMARY OF INFORMATION GIVING RISE TO REVIEW:

The Co-ordinator of Psychology for a school board (the board) contacted the Office of the Information and Privacy Commissioner/Ontario (the IPC) to advise of a theft in which a laptop computer containing 51 assessment reports was stolen from the car of one of its employees. The board informed the IPC that the laptop was their property but was in the possession of an employee who is supervised by a psychologist employed by the board, a health information custodian (the psychologist). The IPC opened a file and proceeded to conduct a review of this matter under the *Personal Health and Information Protection Act, 2004* (the Act).

RESULTS OF REVIEW:

The IPC contacted the psychologist who provided the following information.

The psychologist is the supervisor for a psycho-educational consultant at the board. The consultant is in the process of becoming a registered member of the College of Psychologists of Ontario and as part of the registration process, is required to be under the supervision of the psychologist. The consultant's role is to assess students for the board and provide a written report detailing information including: parent interviews, teacher's academic assessment/concerns, testing of cognitive skills, academic skills, any behavioural and emotional concerns (if relevant) and finally, an overall diagnosis following the assessment.

The psychologist advised that following the review of hard copy records of assessment reports kept at the board's head office, along with client lists, they were able to determine that there were reports for 51 students on the stolen laptop. The psychologist advised that the laptop was password protected, the password made up of a sequence of letters that no one, other than the employee had any knowledge of.

The psychologist further advised that they had notified the parents of all the students of the theft of the laptop. The psychologist undertook these steps to fulfill their obligations under section 12(2) of the *Act* to notify patients if their personal health information is stolen, lost or accessed by unauthorized persons.

In addition to the above, the psychologist advised that she and the employee have reviewed relevant board policies and procedures, attended an in-service training session for staff about privacy given by the Co-ordinator of Psychology and discussed the lessons learned from this incident in a department meeting in an attempt to ensure that appropriate measures are taken to ensure that an incident of this nature does not occur in the future.

On the basis of all of the above, it was determined that further review of this matter was not warranted and the file was closed.

Original signed by: _____

Ann Cavoukian, Ph.D.
Commissioner

June 20, 2006