



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

Peter Goodhand
President
Ontario Institute for Cancer Research
MaRS Centre
661 University Avenue, Suite 510
Toronto, ON M5G 0A3

Dear Mr. Goodhand:

RE: Review of the Report on the Practices and Procedures of the Ontario Institute for Cancer Research in Respect of the Ontario Tumour Bank

Pursuant to subsection 13(2) of Regulation 329/04 under 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 an organization that has been designated as a prescribed person for the purposes of subsection 39(1)(c) of the *Act*, 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 Ontario Institute for Cancer Research (OICR), a prescribed person 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*"), OICR, as a prescribed person 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 OICR 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 OICR in respect of the Ontario Tumour Bank continue to be approved for a further three-year period.

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

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: Jeanette Dias D'Souza, VP Corporate Services and Chief Financial Officer, Ontario Institute for Cancer Research
Monique Albert, Director, Ontario Tumour Bank
Howard Simkevitz, General Counsel and Privacy Officer, Ontario Institute for Cancer Research

Appendix

1. It is recommended that, at a minimum, all the privacy policies, procedures and practices put in place by OICR, be reviewed by OICR at least once prior to each scheduled review of these policies, procedures and practices by the IPC pursuant to 13(2)(b) of the Regulation under the *Act*.
2. It is recommended that, at a minimum, all the security policies, procedures and practices put in place by OICR, be reviewed by OICR at least once prior to each scheduled review of these policies, procedures and practices by the IPC pursuant to 13(2)(b) of the Regulation under the *Act*.