

## IAR Information for Patients and Substitute Decision Makers

### **Privacy and Sharing your Assessment in the Electronic Health Record**

Ontario Shores Centre for Mental Health Sciences (Ontario Shores) is committed to providing you with health care services that meet your needs and enable you to seek services at organizations across the province. To further improve your healthcare experience and care, Ontario Shores is participating in the provincial Integrated Assessment Record (IAR) initiative.

### **What is the IAR initiative?**

The IAR is an electronic web based viewer that is used across multiple health service providers to view a variety of assessments. The vision for the IAR initiative is to provide authorized health practitioners, those within your circle of care that are across multiple health service providers involved in your care and treatment, with a quick and secure method of sharing your assessment information.

The IAR uses a secure electronic system to share your health information with other health service providers. This allows them to:

- Provide health support and services based on your needs.
- Make sure your providers have the most up-to-date and complete record of your health history and needs.

The privacy and protection of your personal health information is a priority.

- Your health information is kept in a secure place.
- Your health information will only be viewed by authorized people who deliver your services.
- All health services providers have signed contracts to keep your information confidential.
- When a person views your information, it is recorded in a log. This log is reviewed regularly to make sure there has been no unauthorized access to your information.
- Information is stored and/or disposed of according to the law.
- We will investigate any suspected breach or unauthorized access to your personal health information.

### **How will clinicians from other health service providers access my Resident Assessment Instrument-Mental Health (RAI-MH) and Ontario Common Assessment of Needs (OCAN) assessments?**

An electronic copy of your RAI-MH and/or OCANs completed at Ontario Shores will be securely stored in the IAR database which is housed at William Osler Health Centre; and accessible to other health service providers. Your RAI-MH and/or OCANs will be stored and may be viewed for up to 2 years from the date the assessment was submitted.

**What is the benefit of sharing my assessments?**

Your RAI-MH and/or OCANs provide a holistic view of your needs and goals, including those for which you are referred to services external to Ontario Shores. Therefore, sharing your assessments with other health service providers within your circle of care can be very beneficial to your care. By providing electronic access to your RAI-MH and/or OCANs, authorized health practitioners within your circle of care, can:

- Immediately share existing information, without you having to repeatedly go through a lengthy question-answer process with each health service provider.
- Quickly learn of any other needs and goals that have been identified for you by another health service provider.
- Continue to work with you towards addressing and achieving your needs and goals, including those identified by your other health service providers.
- Collaborate with your other health service providers to create a consolidated plan of care for you.

**What if I do not want my assessments to be shared?**

You have the right to deny consent for the electronic sharing of your RAI-MH and OCAN assessments. You also have the right to withdraw/change your consent at any time in the future. By denying consent, your RAI-MH and/or OCANs will remain securely stored by William Osler, but they will not be shared for viewing through the IAR.

**How do I withdraw/change my consent at a later date?**

You may withdraw or change your consent at a later date through:

- Contact with a member of your clinical team.
- OR by calling the IAR Call Centre at 1-855-585-5279 and request to make a change to your consent.

Note: Should you change your consent via this method; the change will automatically apply to your assessments from all health service providers. For example, if you contact the Call Centre and deny your consent, then none of your assessments (from Ontario Shores as well as other health service providers) will be viewable through the IAR.

- The IAR Call Centre can also assist you with masking your personal information so that your name is not searchable in the IAR.

Please speak to a member of your clinical team or to our Privacy Officer, if you want to withdraw your consent for future sharing of your Ontario Shores assessments in the IAR.

If you would like to know more about how your personal health information is handled and shared with other health care providers participating in electronic health record initiatives, contact our Privacy Officer, the Leader, Privacy & Access at 905-430-4055 ext 6712.

Additional information on Ontario Shores' practices for the collection, use and disclosure of personal health information, and your rights, is included in the Statement of Information Practices, available in the Welcome Book for Patients and Families, posted on our units and our website.