

WHAT DOES THE INFORMATION AND PRIVACY COMMISSIONER DO?

The Saskatchewan Information and Privacy Commissioner is responsible for overseeing three different provincial statutes:

- *The Freedom of Information and Protection of Privacy Act (FOIP).*
- *The Local Authority Freedom of Information and Protection of Privacy Act (LA FOIP).*
- *The Health Information Protection Act (HIPA).*

All three statutes establish your right to a review by the Commissioner. The Commissioner is an officer of the Legislative Assembly and is independent of government.

The Commissioner is also responsible for the following:

- Investigating privacy related complaints
- Commenting on privacy implications of proposed legislation/programs
- Authorizing indirect collections
- Recommending destruction of improperly collected personal health information or personal health information.
- Recommending changes in collection, use or disclosure practices
- Providing public education



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Your Privacy and Access to Information Rights in Saskatchewan



The Freedom of Information and Protection of Privacy Act (FOIP) and *The Local Authority Freedom of Information and Protection of Privacy Act* (LA FOIP) are designed to do two things: (1) afford individuals the right of access and protection of privacy, (2) provide obligations for public bodies to protect privacy of those individuals.

FOIP covers all provincial government Ministries, Crown corporations and numerous provincial boards, bodies and commissions. LA FOIP applies to the Saskatchewan Health Authority, universities and colleges, school boards and municipalities.



Neither Act applies to private businesses or associations.

The Health Information Protection Act (HIPA) sets out the rules that govern the collection, use and disclosure of your personal health information. HIPA covers all bodies that are subject to FOIP plus physicians, pharmacists, dentists and other health care providers and their professional regulatory bodies with custody or control of personal health information.



This brochure describes the underlying principles of the three Saskatchewan laws and the steps you can take to identify and request information held by government institutions, local authorities and health information trustees within Saskatchewan.

The five principles of FOIP and LA FOIP can be described as follows:

- Right of access to records
- Right of access to/correction of personal information
- Limited exemptions to right of access
- Prevent unauthorized collection, use, disclosure of personal information or personal health information
- Provide for independent review of decisions

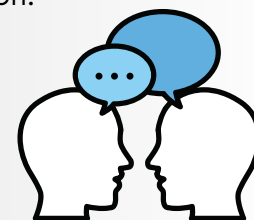


HIPA has been designed to facilitate the sharing of personal health information. There is no right to access any personal health information other than your own unless you are acting as a surrogate, though disclosure provisions should be considered if applicable in the circumstances.

You May Never Need These Acts...

Most times you can get the information you need by just contacting the public body or trustee. These Acts exist for those cases where you encounter problems trying to get information.

Each government institution or local authority should have a contact person or FOIP Coordinator and/or Privacy Officer who is responsible for overall management of its freedom of information and protection of privacy responsibilities. If you are not sure which public body has the information you are looking for, contact the FOIP Coordinator for the public body you think is most likely to have the information.



Each health information trustee should have a contact person or HIPA Coordinator who is responsible for overall compliance with HIPA. You should call that person if you have questions about how to access your personal health information or how to submit a privacy complaint.

If you can't get satisfaction informally, ask them for a copy of an [Access to Information Request Form](#) or download from our website. Submit the completed form to the FOIP Coordinator to make a formal access request.