



## **PRIVACY POLICY**

### **Collection of Personal Health Information**

We collect personal health information about you directly from you or from the person acting on your behalf. The personal health information that we collect may include, for example, your name, date of birth, address, health history, records of your visits with the practitioners and the care that you received during those visits. Occasionally, we collect personal health information about you from other sources if we have obtained your consent to do so or if the law permits.

### **Uses and Disclosures of Personal Health Information**

We use and disclose your personal health information to:

- treat and care for you,
- get payment for your treatment and care (from WSIB, your private insurer or others),
- plan, administer and manage our internal operations,
- conduct risk management and quality improvement activities,
- conduct research,
- compile statistics,
- comply with legal and regulatory requirements, and fulfill other purposes permitted or required by law.

### **Your Choices**

You may access and correct your personal health records, or withdraw your consent for some of the above uses and disclosures by contacting us (subject to legal exceptions).

### **Important Information**

- We take steps to protect your personal health information from theft, loss and unauthorized access, copying, modification, use, disclosure and disposal.
- We conduct audits and complete investigations to monitor and manage our privacy compliance.
- We take steps to ensure that everyone who performs services for us protects your privacy and only uses your personal health information for the purposes you have consented to.

### **How to Contact Us**

Our privacy contact person is Nicole Redvers, ND. For more information about our privacy protection practices, or to raise a concern you have with our practices, contact us at:

**Box 1401, 4907-47<sup>th</sup> Street, Yellowknife, NT, X1A 2P1, Tel: 867-873-3669 Fax: 867-873-5642**

**Email: [info@gaiand.com](mailto:info@gaiand.com)**

**[www.GaiaND.com](http://www.GaiaND.com)**

*You have the right to complain to the Information & Privacy Commissioner/NWT if you think we have violated your rights.*

The Commissioner can be reached at: Information and Privacy Commissioner  
5018 - 47th Street, Yellowknife, NT, X1A 2N2, Phone #: 867-669-0976, Fax #: 867-920-2511  
Toll Free #: 1-888-521-7088, Email: [atippcomm@theedge.ca](mailto:atippcomm@theedge.ca)