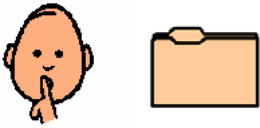


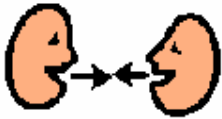
York-Durham Aphasia Centre (YDAC)

Privacy Policy



YDAC **respects** client personal **privacy** and safeguards **confidentiality** and security in accordance with the **Personal Health**

Information Protection Act. YDAC will **explain** to clients why personal health information is being **collected** and how the information will be **used**.



YDAC will **only** ask for information that is **needed** to **provide service**.



YDAC will keep client personal health information **accurate** and **up to date**, allow only **authorized** people to see the information and always keep the information **secure**.



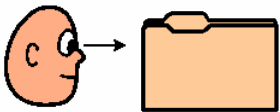
YDAC will ask for client **permission** to **collect**, **keep**, **use** and **share** information with others. Consent given by a client is **valid** until it is **withdrawn** in **writing**.

YDAC will only **use or share** personal health information for the **purposes** for which it was **given to us**, unless required to do so by **law**.

Information will be **kept** only as long as required by **law**.



YDAC's privacy policy will be posted on its **website** and given to clients at the time services are begun. The **Program Administrator** will be designated as YDAC's Privacy Officer.



Clients may ask to **see** their personal health information and request that data they feel is **inaccurate, incomplete** or **out of date** is corrected.

Personal health information includes information **obtained and collected** in the course of a client's relationship with YDAC that is related to their **health and healthcare history**.



If you have any **questions, comments** or **complaints** about our **privacy policies and procedures**, please contact: **Karen McDonald, Executive Director (905) 642-2053**.