Your Privacy: Patient Statement

Clinic name

How we protect your health information

Your health information is private, and we treat it that way.

- **Only your care team sees it.**
  Access is limited to the people looking after you and those who support their work under a confidentiality agreement, and every sign-in is protected.
- **Your records are kept safe in Québec.**
  Your finished reports and records are stored securely in Montréal.
- **While your report is being reviewed,**
  a working copy is held briefly in a secure system in the United States. It's protected the same way the whole time.
- **Technology helps; your clinician decides.**
  A secure computer tool helps prepare a first draft of your report. Your clinician reads, corrects and signs every report.
- **Never sold or shared for marketing.**
  Your information is never sold, never used for advertising, and never used to train computer programs.
- **Kept as long as the law requires.**
  We keep your records for at least 5 years after the last entry in your file, as the Collège des médecins du Québec requires.
- **It's always your information.**
  You can ask to see your records or to correct them, and you can withdraw your consent, at any time. Just ask any member of our team.

Questions about your privacy? Contact the person in charge of protecting personal information:

title, email or phone

Patient acknowledgement (for the patient's file)

I understand that the clinic named above uses a secure service to help prepare my health report.

- My information is used only to prepare and review my report.
- For my report, it is shared only with the clinic's secure technology provider, which must keep it confidential.
- My finished records are kept in Montréal. A working copy may be held briefly in the United States while my clinician reviews my report.
- My clinician reviews and signs every report.
- I can see or correct my records, and I can withdraw my consent at any time by telling the clinic.

Name | Signature | Date

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