FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

RIVERVIEW
HEALTH CENTRE

APPLICATION FOR ACCESS

Please see reverse for instructions

Applicant

Last name _____   First Name _____

Address _____   Postal Code _____   Province _____   City _____

Daytime Phone _____   Fax ☐ _____

Email Address _____

I wish to obtain access to the following records (Attach additional page for description if required)

Applicant's Signature: _____

For Public Body Use Only

Date Received _____   **FIPPA Reference No.:** _____

Send to: FIPPA Access and Privacy Coordinator of Riverview Health Centre.
One Morley Avenue
Winnipeg, MB R3L 2P4
Health Information Services
FAX:204-478-6190, tacheson@wrha.mb.ca

Please

- Make only one request on each application form.

- Describe the records or information to which you want access in as much detail as possible.

- Send or take this form to the **FIPPA Access and Privacy Coordinator of the Riverview Health Centre. One Morley Avenue, Winnipeg, MB R3L 2P4 Fax# 204-478-6190 , tacheson@wrha.mb.ca**

- Keep a copy for your records.

- If this request is for personal information of another individual, please attach proof of authority.

- Note that you may be asked to pay certain fees as prescribed by the *Access and Privacy Regulation* before gaining access to records.

- Note that if RHC does not respond within 45 days of receipt of this application, or if the public body extends this 45 day time period under subsection 15(2) of the Act, you may file a complaint with the Office of the Ombudsman.

The personal information you provide on this form is needed to respond to your access request. It is collected under the authority of clause 36(1)(a) of *The Freedom of Information and Protection of Privacy Act* (the "Act") and the *Access and Privacy Regulation*. Your personal information is protected by the Act. We cannot use or disclose your personal information for other purposes unless you consent or we are authorized to do so by the Act.

If you have any questions about your personal information, please contact the RHC FIPPA Access and Privacy Coordinator.