



New Brunswick Department of Health
PROTOCOL 10.0 - Information Network Designation

DESIGNATION OF THE ELECTRONIC HEALTH RECORD - Version 5

Take notice that the Minister of Health has designated the Electronic Health Record as an Information Network pursuant to section 37(6)(c)(iii) of the *Personal Health Information Privacy and Access Act*. Further information regarding this order may be obtained from the Chief Privacy Officer of the Department of Health.

I, Hugh J. Flemming, Minister of Health, order that:

The **Electronic Health Record** owned, managed by and in the custody or under the control of the Department of Health is designated as an information network pursuant to subparagraph 37(6)(c)(iii) of the *Personal Health Information Privacy and Access Act (PHIPAA)*. The type or nature of personal health information contained in the network, the source, including other information networks, from which the personal health information may be collected in or by; the purpose for which personal health information is recorded in or by the network; the purpose for which personal health information may be disclosed by or from the network; the persons to whom personal health information contained in the network may be disclosed; the limits and conditions on the collection, storage, use and disclosure of personal health information contained in or disclosed from the network, and contact information for the person who will serve as administrator of the information and ensure compliance of the system with *PHIPAA* are all outlined in the attached Appendix A.

A handwritten signature in blue ink, appearing to read "H. Flemming", written over a horizontal line.

Hugh J. Flemming, Q.C.,

Minister of Health

This designation is made the 23 day of June, 2014, at Fredericton, NB.

Appendix A to the Designation of the Electronic Health Record

Name of Information System	<i>Electronic Health Record (EHR)</i>	Administrator - EHRadministrator@gnb.ca
Designated for the purposes referred to in subparagraph: 37(6)(c)(iii) of the <i>Personal Health Information Privacy and Access Act</i>		
Type of personal health information contained in the information network (Paragraph 14(1)(a) of the regulation)		
<ul style="list-style-type: none"> (1) Information used to identify the patient, including name, Medicare Number, Chart Number or alternate identifier, method and source of payment, date of birth, date of death, gender, address, home telephone number. (2) Information on laboratory tests, supporting clinical information, system messaging, facility information, details of the specimen and results of the laboratory test. (3) Information on diagnostic imaging exams, supporting clinical information, system messaging, facilities, results, in report form of the actual diagnostic image. (4) Information on encounters/visits for inpatients and emergency room (ER) cases. (5) Information on cardiology exams, supporting clinical information, system messaging, facility information, exam details and results in report form. (6) Information on prescription medications dispensed from NB community pharmacies to an individual, including dosage information. 		
Source from which the personal health information may be collected (14(1)(b) of the regulation)		
Client Registry	Comprised of personal health information collected from Regional Health Authorities, Vital Statistics, Medicare, Physicians private offices and clinics through Electronic Medical Record (EMR) users, and Community Pharmacies.	
Clinical Data Repository	Comprised of personal health information collected from the Regional Health Authorities	
Medigent Database (Drug Information System)	Comprised of personal health information collected from Community Pharmacies	
The purposes for which the personal health information is recorded in the information network (14(1)(d) of the regulation)		
To allow NB care providers to view the clinical information defined in the "Type of personal health information contained in the information network" 14(1)(a) above for care delivery.		

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The purposes for which personal health information may be disclosed by or from the information network (14(1)(e) of the regulation)

- The delivery of health care.
- The delivery, evaluation or monitoring of a program that relates to the provision of health care or payment of health care.
- To engage in health services planning, maintenance or improvement, including health service development, management, delivery, monitoring and evaluation; and compiling statistical information and public health surveillance.
- To support cancer network activities such as cancer screening and cancer registry operations.

The persons to whom personal health information contained in the information network may be disclosed. (14(1)(f) of the regulation)

Persons identified in the EHR access matrix, as managed by the EHR Administrator, including:

- System administrator, Electronic Health Record (EHR) administrator, EHR business team, and the maintenance and operations team for the EHR at the Department of Health.
- Drug Information System (DIS) administrator, DIS business team, and the maintenance and operations team for the DIS at the Department of Health.
- System administrator, validators and users from the Regional Health Authorities.
- Authorized members of the health professions.
- Users supporting the different provincial registries.
- Department of health staff involved with evaluation or program monitoring, services planning and public health surveillance.
- Non-clinical staff assisting clinicians in health care facilities or via an Electronic Medical Record (EMR).
- Information managers.

Limits and conditions on the collection, storage, use and disclosure of personal health information (14(1)(g) of the regulation)

- a) All persons with access to the EHR must:
- protect the personal health information they access;
 - meet or exceed the applicable EHR privacy and security policies and standards, as amended from time to time; and
 - comply with any applicable information-sharing agreement and non-disclosure agreement.

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- b) Collection, use and disclosure shall be limited by:
- the purposes identified in this designation;
 - the "least privilege" principle, meaning each authorized employee is granted the most restrictive set of privileges (or lowest clearance) needed for the performance of authorized tasks; and
 - the "need to know" principle, meaning that the collection, use and disclosure of personal health information is limited to that which is necessary to achieve the documented purposes.
- c) Individuals may:
- place a consent directive to limit who has access to their personal health information stored in the EHR;
 - request to examine or get copies of their personal health information as contained in the EHR.