

# PRIVACY UNLOCKED

~ Your source for privacy best-practices ~

1<sup>st</sup> Edition

## SNOOPING

You may have access to personal health information (PHI) in your role with Health PEI, but that doesn't mean you are permitted to access that information at any time, for any reason.

Accessing PHI without the 'Need to Know' is considered SNOOPING. Snooping is not permitted and is subject to disciplinary action.

### **What should I do?**

To help determine if the 'Need to Know' exists, ask yourself:

1. What is the trigger or reason for my need to know?
2. Do I need to know this information right now?
3. Will I be taking action that requires this access?

### **Available Resources**

[Snooping and the Need to Know Training](#)

[Need to know guidance](#)

<https://src.healthpei.ca/ATIP>

For more information, contact the Access to Information and Privacy team at [\*\*healthprivacy@ihis.org\*\*](mailto:healthprivacy@ihis.org)