



## Accessing Health Records

Everyone who receives care or treatment through Health PEI has a health record which includes reports from care providers, test results or information about medication. Health records can be paper, electronic or a combination of both.

Health PEI is required by the [Health Information Act](#) and other laws to keep personal health information secure and confidential. Personal health information is kept for as long as required by law and is destroyed in a secure manner when it is no longer required.

Individuals have a legal right to access their own personal health information, with very limited exceptions.

To **access a copy of their health records**, individuals must contact the program, facility or service where they received care. This may include:

- A hospital's Health Records Department;
- Family doctor or nurse practitioner office or clinic;
- Health PEI program or service (e.g. home care, diabetes, stroke, etc.);
- Immunization records can be obtained by contacting the local [Public Health Nursing](#) office. It may take up to two weeks to process the request. There is no fee for this service.

Clients may be required to sign a consent to release information form. There may be a charge for the copies, depending on the size of the chart and number of pages requested. Staff work with clients to determine what parts of the chart are pertinent to their specific request.

**If you have questions about accessing personal health information, contact [healthprivacy@ihis.org](mailto:healthprivacy@ihis.org)**