

Provincial Electronic Medical Record (EMR)

[SRC.HealthPEI.ca/EMR](https://src.healthpei.ca/EMR)

Health PEI

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Provincial EMR, Security and Access

Provincial EMR continues to grow and grow in terms of Auditing – both for Quality and Security Auditing. Similar to CIS the Provincial EMR is now running Same and Similar Name access audits and processes for informing supervisors/managers will be built out.

A few reminders:

- Appropriate access
 - Never access information in the Provincial EMR for a purpose other than providing health care or for other authorized purposes related to your job duties. Ensure that all information gathered from the Provincial EMR is treated as confidential.
 - This includes following the proper processes to access your own records
- Processes to Request health and medical records:
 - <https://www.princeedwardisland.ca/en/service/request-health-and-medical-record>
 - To request access to personal health information you can either
 - Complete the online form for services at hospitals including blood tests and other lab work and diagnostic tests OR
 - Contact the service provider directly

Here are some helpful tips on Privacy and you:

https://src.healthpei.ca/sites/src.healthpei.ca/files/ATIP/Privacy_and_Access_Need_to_Know.pdf

- The Health Information Act (HIA) is a piece of legislation on PEI that governs the collection, access, use, and disclosure of personal health information (PHI).
- The HIA establishes a 'Need to Know' principle when it comes to collecting, accessing, using, and disclosing PHI.
- It is a common misconception that being part of a patient/client/resident's 'Circle of Care' at some point in time means permitted access to that person's information at any time for any reason. This is NOT the case and in fact is NOT PERMITTED by legislation.
- The 'Need to Know' means we should always operate by considering the minimum amount of information that will serve the purpose. For example:
 - Only collecting the information that is relevant to the purpose for which you are collecting it.
 - Only accessing the information that is necessary to provide care in that moment.
 - Only disclosing the information that is required or permitted to serve the purpose