

SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

<i>Section</i>	PERSONNEL	725
<i>Policy Name</i>	CONFIDENTIALITY OF MEDICAL RECORDS <i>Management Guideline Applies</i>	
<i>Board Approved:</i>	November 16, 2021	<i>Review Prior To:</i> <u>December 2031</u> December 2026

POLICY

It is the policy of the Superior-Greenstone District School Board that all employee medical records, received by the Disability and Wellness ~~Administrator~~Advisor, or designate, are kept in strictest confidence, whether active or in storage, and maintained separately from ~~the any~~ respective ~~Human Resources~~ People & Culture file, by the Disability and Wellness ~~Administrator~~Advisor, or designate.

Records will be retained and destroyed in accordance with the Board's Records Retention Schedule and any other applicable legislation. Use and disclosure of records will be in accordance with the Municipal Freedom of Information and Protection of Privacy Act and any other applicable legislation.

REFERENCES

- Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990
- Personal Health Information Protection Act, 2004, S.O.
- Human Rights Code, R.S.O. 1990
- Occupational Health and Safety Act, R.S.O. 1990
- Accessibility for Ontarians with Disabilities Act, 2005 S.O.

Formatted: Bulleted + Level: 1 + Aligned at: 0.5" +
Indent at: 0.75"