



Council Report

Report Number: EMS2023-003

Meeting Date: May 23, 2023

Title: Ontario Laboratories Information Systems / Health Information Custodian Data Disclosure Agreement

Description: This is a data sharing agreement between the Kawartha Lakes Paramedic Service and Ontario Health in order to allow the sharing and storage of Personal Health Information (PHI).

Author and Title: Jamie Golden, Deputy Chief of Professional Standards.

Recommendation(s):

That Report EMS2023-003, Ontario Laboratories Information Systems / Health Information Custodian Data Disclosure Agreement, be received;

That the Ontario Laboratories Information Systems / Health Information Custodian Data Disclosure Agreement as generally outlined in Appendix A to Report EMS2023-003, be approved; and

That the Mayor and Clerk be authorized to execute the agreement.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Our Community Paramedic Team is expanding and improving our services that are available to our community. As our provided services expand, the health information that we collect needs to be secure and we need to be accountable for this. Some of the new services include submitting laboratory test orders and results. We are ultimately responsible, and are in control of the test orders and results, whereas the Ontario Laboratories Information System (OLIS) is responsible for storing the data. Our Team is currently working with Ontario Health (OH) for connectivity to the Ontario Laboratories Information System (OLIS). As a Health Information Custodian (HIC) we are required to have a Data Disclosure Agreement (DDA) with the Ministry of Health to send this data into OLIS.

Rationale:

These Data Disclosure Agreements are a necessity for our team to have the ability to collect health information from our patients and to send this data to OLIS. This agreement will allow our team the ability to follow these processes while diligently maintaining compliance with the Personal Health Information Protection Act (PHIPA).

Alignment to Strategic Priorities

This Data Disclosure Agreement aligns with several components of the Kawartha Lakes Strategic Plan:

- **Mission:** To deliver the highest standard of municipal service, while creating a healthy and sustainable future for all Kawartha Lakes residents and businesses
- **Values:** The agreement allows the Community Paramedic Team to be accountable, respectful of the process, and work in collaboration with Ontario Health
- **Strategic Priorities:**
 1. **Healthy Environment:** This agreement allows us to reduce our corporate carbon footprint. This data sharing agreement allows for paperless communication and storage of Personal Health Information.
 2. **An Exceptional Quality of Life:** This agreement allows our Community Paramedic Team to perform tests and obtain results, which ultimately affords

residents the opportunity to remain in their homes. By providing in-home care we can remove barriers to accessibility.

3. **Good Government:** This agreement allows our team to collaborate with Ontario Health and ensure compliance with the Personal Health Information Protection Act.

Financial/Operation Impacts:

There are no financial obligations on behalf of this Data Disclosure Agreement

Attachments:

Appendix A – OLIS HIC Data Disclosure Agreement



OLIS HIC DDA.pdf

Department Head email: sjohnston@kawarthalakes.ca

Department Head: Sara Johnston, Chief