



## Blue Oaks Counselling & Wellness

### Personal Health Information

As custodians of personal health information, *Blue Oaks Counselling and Wellness* recognizes the importance and trust placed upon us to guard your personal information. Blue Oaks maintains client records in compliance with the *Personal Health Information Protection Act, 2004* (PHIPA). As agents of health information, our Therapists are responsible for recording notes related to each therapy session in compliance with the practitioner's regulatory college. Blue Oaks retains those records for ten years from your last appointment as per PHIPA guidelines. (Please note that for minors, information is retained for 10 years from the date of the client's 18<sup>th</sup> birthday.)

Access to your personal health information is available upon written request in accordance with PHIPA and in guidance from the regulatory college where indicated.

Please contact us if you would like further information or clarification on the policies regarding the maintenance and release of personal health information at Blue Oaks. Email us at [info@blueoaks.ca](mailto:info@blueoaks.ca) or call 705 444 0381. You can also visit the *Ontario Government* website <https://www.ontario.ca/laws/statute/04p03> for further information and/or your therapist's regulatory college.