



NIAGARA COLLEGE STUDENT ADMINISTRATIVE COUNCIL INC. PRIVACY STATEMENT

The Niagara College Student Administrative Council Inc. staff is bound by law and ethics to safeguard your privacy and the confidentiality of your personal and health information.

This includes:

- Collecting only the information that may be necessary for the provision of services (i.e. health care, counseling services, centre for students with disabilities, etc.);
- Keeping accurate and up-to-date records;
- Safeguarding the medical and service records that are in our possession;
- Sharing information with other health-care providers and organizations on a “need to know” basis where required by your health care and, with your consent, required for the delivery or service to you;
- Disclosing information to third parties only with your expressed consent or. When necessary for legal reasons; and
- Retaining/destroying records in accordance with the law

Your request for service from the Student Administrative Council Inc. implies consent to the collection, use and disclosure of your personal and health information for the purposes related to your care and provision of service. As noted above, other purposes require your written consent.

You have the right to see your records. You may also obtain copies of your records – please ask regarding the fees for this service. Please advise us if you have concerns about the accuracy of your records.

If you would like to discuss our privacy in more detail, would like a more detailed Student Administrative Council Inc. Privacy Policy or have specific questions or concerns about how your information is handled please advise us.