

About the OIPC

The Information and Privacy Commissioner is an officer of the Legislative Assembly of Alberta, and is independent of government. The Commissioner has broad authority under the FOIP Act, HIA and PIPA.

You may ask the OIPC to:

- Review any decision, act or failure to act by a public body, private sector organization or health custodian that relates to your access request
- Review a response to your request for correction of your information;
- Review a public body's decision to release information about you in response to another access request (FOIP Act only)
- Investigate a complaint that your information has been collected, used or disclosed in contravention of any of the Acts.

To ask for a review of your request for access or correction, you must:

- Send your request to the OIPC in writing and in accordance with the timelines set out in the Acts
- Provide the OIPC with a copy of your request for access or correction and a copy of the response by to your request.

For more information on submitting a complaint, visit the website at www.oipc.ab.ca.



Office of the Information and
Privacy Commissioner of Alberta

For more information visit:

www.oipc.ab.ca

You may also contact us by phone:

(780) 422-6860 (Edmonton office)

(403) 297-2728 (Calgary office)

(888) 878-4044 (toll-free)



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ACCESS to INFORMATION LAWS in ALBERTA



FOIP

Freedom of Information and Protection of Privacy Act

HIA

Health Information Act

PIPA

Personal Information Protection Act



Office of the Information and
Privacy Commissioner of Alberta

FOIP

*Freedom of Information and
Protection of Privacy Act*

The *Freedom of Information and Protection of Privacy Act* (FOIP Act) applies to “public bodies”, such as government ministries, school boards and charter schools, universities and colleges, municipalities, and police.

Under the FOIP Act, you have the right to:

- Access information in custody or under the control of a public body except in some situations
- Ask for a correction of your personal information
- Ask the OIPC to review a response to your request for access or correction
- Ask the OIPC to review a situation where your personal information may have been collected, used or disclosed improperly
- Ask the OIPC to review a decision to release your information in response to another access request.

To make an access request, submit it in writing to the public body that you think has the information. Provide enough detail to help find the information you are asking for. You can ask to look at or receive a copy of the records.



HIA

Health Information Act

The *Health Information Act* (HIA) applies to “custodians”, such as the Ministry of Health, regional health authorities, provincial health boards, pharmacies and pharmacists, physicians, optometrists, registered nurses, dentists, and other health service providers.

Under HIA, you have the right to:

- Access your own health information except in some situations
- Ask for a correction of your health information
- Ask the OIPC to review a custodian’s response to your request for access or correction
- Ask the OIPC to review a situation where your health information may have been collected, used or disclosed improperly.

To make an access request, submit it in writing to the custodian that you think has the information. Provide enough detail to help locate the information. You can ask to look at or receive a copy of the records.

This document was prepared as an administrative tool intended to assist in understanding the Acts. This is not intended as a substitute for legal advice. For the exact wording and interpretation of the Acts, please read the Act in its entirety. This document is not binding on the Office of the Information and Privacy Commissioner of Alberta.

PIPA

Personal Information Protection Act

The *Personal Information Protection Act* (PIPA) applies to private sector “organizations”, such as businesses, employees, partnerships, trade unions and professional regulatory bodies.

Under PIPA, you have the right to:

- Access your personal information from an organization except in some situations
- Ask for a correction of your personal information
- Ask the OIPC to review a private sector organization’s response to your request for access or correction
- Ask the OIPC to review a situation where your personal information may have been collected, used or disclosed improperly.

To make an access request, submit it in writing to the private sector organization that you think has the information. Provide enough detail to help find the information. You can also ask to look at or receive a copy of the records.

You may be charged a fee for processing your request. However, no fees can be charged if requesting your information as an employee. An estimate of charges must be provided to and accepted by you before processing the request.

Fees can be waived in limited circumstances, and you may ask the OIPC to review a decision to charge a fee.

