



## **Personal Information Bank (PIB) Details**

**Title:** Patient Registration

**Location of Record:** Health Records Department

**Description:** Records relating to registration of patients who visit the hospital for care and treatment.

**Legal Authority for PIB:** Public Hospitals Act R.S.O 1990, c. P.40.

**Types of Personal Information:** Patient name, demographic, contact information, medical record number, OHIP number, date of visit, reason for visit, primary care provider, attending physician, emergency contact information and length of stay.

**Uses:** Maintain a record of patient visits to hospital.

**Users:** Registration/Admitting staff; care providers.

**Individuals in Bank:** Patients

**Retention Period:** Permanent