



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

**Title:** Cash Receipts Register

**Location of Records:** Finance, Patient Accounts

**Description:** Records relating to payments for hospital services that are made in cash.

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

**Types of Personal Information:** Names and contact information of individuals who made payments in cash.

**Uses:** Maintain record of receipts issued.

**Users:** Finance

**Individuals in Bank:** Individuals who made cash payments for services.

**Retention Period:** Seven Years