



## Personal Information Bank (PIB) Details

**Title:** Agreements and Contracts

**Location of Records:** Various departments within the organization

**Description:** Agreements and contracts between the hospital and organizations or individuals relating to the provision of goods and services.

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

**Types of Personal Information:** Name and contact information; details of financial arrangements between individual and hospital.

**Uses:** Contract management

**Users:** Various departments within the hospital.

**Individuals in Bank:** Individuals and organizations who enter into agreements with the hospital.

**Retention Period:** The greater of seven years or the life of the agreement plus two years.