

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT



Winnipeg Regional Health Authority Office régional de la santé de Winnipeg
Caring for Health À l'écoute de notre santé

APPLICATION FOR ACCESS

Please see reverse for instructions

Applicant

Last name	<input type="text"/>	First Name	<input type="text"/>				
Address	<input type="text"/>	Postal Code	<input type="text"/>	Province	<input type="text"/>	City	<input type="text"/>
Daytime Phone	<input type="text"/>	Fax <input type="checkbox"/>	<input type="text"/>				
Email Address	<input type="text"/>						

I wish to obtain access to the following records (Attach additional page for description if required)

Applicant's Signature: _____

For Public Body Use Only

Date Received _____ FIPPA Reference No.: _____

**Send to: WRHA FIPPA Access and Privacy Coordinator
4th Floor – 650 Main Street
Winnipeg MB R3B 1E2
WRHA-Privacy@wrha.mb.ca**

Instructions

Please

- Make only one request on each application form.
- Describe the records or information to which you want access in as much detail as possible.
- Send or take this form to the **FIPPA Access and Privacy Coordinator of the Winnipeg Regional Health Authority, 4th Floor, 650 Main Street, Winnipeg MB R3B 1E2.**
- Keep a copy for your records.
- If this request is for personal information of another individual, please attach proof of authority.
- Note that you may be asked to pay certain fees as prescribed by the *Access and Privacy Regulation* before gaining access to records.
- Note that if the WRHA does not respond within 45 days of receipt of this application, or if the public body extends this 45 day time period under subsection 15(2) of the Act, you may file a complaint with the Office of the Ombudsman.

The personal information you provide on this form is needed to respond to your access request. It is collected under the authority of clause 36(1)(a) of *The Freedom of Information and Protection of Privacy Act* (the “Act”) and the *Access and Privacy Regulation*. Your personal information is protected by the Act. We cannot use or disclose your personal information for other purposes unless you consent or we are authorized to do so by the Act.

If you have any questions about your personal information, please contact the WRHA FIPPA Access and Privacy Coordinator.