

# About the OIPC

The Information and Privacy Commissioner is an officer of the legislature, and is independent of government. The Commissioner has broad powers and responsibilities 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 or 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.

If you wish to file a complaint to the OIPC, your written complaint must provide sufficient detail to support your claim of improper collection, use or disclosure under the FOIP Act, HIA or PIPA.



Office of the Information and  
Privacy Commissioner of Alberta

For more information visit:

[www.oipc.ab.ca](http://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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[twitter.com/ABoipc](https://twitter.com/ABoipc)

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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 the custody or under the control of a public body with some exceptions
- 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 public body’s 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.

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 each Act, please read the Act in its entirety. This document is not binding on the Office of the Information and Privacy Commissioner of Alberta.

# HIA

*Health Information Act*

The *Health Information Act* (HIA) applies to “custodians”, such as Alberta Health, Alberta Health Services, Health Quality Council of Alberta, nursing homes, pharmacies and members of health professional bodies listed in HIA.

Under HIA, you have the right to:

- Access your own health information from a custodian with some exceptions
- Ask for a correction of your health information
- Ask for a record of any disclosures the custodian has made without your consent in the past 10 years
- Ask for a record showing who has accessed your health information in Netcare – Alberta’s electronic health record

- Ask the OIPC to review a custodian’s response to your request for access or correction.

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.



# PIPA

*Personal Information Protection Act*

The *Personal Information Protection Act* (PIPA) applies to private sector “organizations”, such as businesses, employers, partnerships, trade unions, professional regulatory bodies and individuals acting in a commercial capacity.

Under PIPA, you have the right to:

- Access your personal information from an organization with some exceptions
- 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.

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.