

Alberta Supports Information Sharing and Common Notification Q & A for Staff

| Questions | Answers |
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| What is Notice? | <p>Notice (commonly called the FOIP statement) is a legal requirement of a Public Body under Alberta's privacy laws. It must be provided at or before the time of direct collection of personal information from an individual and includes the following:</p> <ol style="list-style-type: none"> 1. The purpose for which the information is collected; 2. The specific legal authority for the collection; and 3. The title and contact information of one who can answer questions about the collection. |
| Why do staff need to provide notice? | In addition to being a legal requirement, the ministry has an obligation to be open and transparent and inform Albertans how their information will be used and empower them to make informed decisions. |
| What is Common Notification? | <p>Common Notification goes beyond the traditional notice by expanding on the purpose for which personal information is collected and recognizes that we no longer use information for only one program or service. Common notification includes sharing with the individual that their collected information will be shared and used (where appropriate) to help provide needed programs and services to them in a more timely and effective way.</p> <p>http://www.humanservices.alberta.ca/authorizing-legislation.html.</p> |
| What are the benefits of collecting information once to enable integrated service delivery? | <ul style="list-style-type: none"> • Reduced number of times an individual or family must provide their personal information or tell their story; • Reduced number of times staff must collect and record information; • Increased accuracy of information and ease of updating; • Increased ease to individual or family applying for additional programs and services; • Improved communications/transparency with the individual or family; • Improved communication/collaboration with other service area provider(s); • Enhanced and/or improved service delivery. <p>When the individual or family understands a broader use of their information and how it is managed, we are able to collect information once, share and use it, working together to provide needed programs and services.</p> |
| Who do I contact if I have questions about information sharing? | <p>Website: HS.Infosharing@gov.ab.ca or Call Knowledge and Information Sharing Office (KISO) at 780-638-1372</p> |