

# Standards of Practice



## PRIVACY AND CONFIDENTIALITY

### STANDARD STATEMENT

The dental hygienist respects the client's right to privacy, maintains confidentiality of information, and acts in compliance with privacy legislation.

### PERFORMANCE EXPECTATIONS

The dental hygienist must...

- a) Comply with all applicable privacy legislation.
- b) Maintain the security of all client health information (e.g., paper, electronic) at all times (e.g., during data collection, use, storage, transfer, disposal).
- c) Safeguard the confidentiality of any information obtained in the course of practice, including while teaching, supervising, conducting research, providing clinical therapy, or other professional duties.
- d) Only collect and record information that is pertinent and relevant to the care being provided.
- e) Limit access and use of client health information to only what is essential for the provision of dental hygiene services.
- f) Obtain and document the client's informed consent prior to disclosing their personal information, unless there is a legislative exemption allowing for disclosure of information without client consent.
- g) Disclose only the amount of health information that is essential to enable the recipient of the information to carry out the intended purpose.
- h) Avoid discussions, including in personal, public, or electronic conversations, that could reasonably be seen as revealing confidential or identifying information.

### CLIENT EXPECTATION

The **client** can expect that the dental hygienist will hold information acquired in their professional relationship confidential and only share it where appropriate for the client's care or with the client's consent.