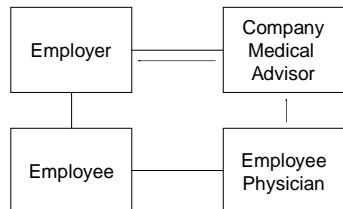


To Share or Not to Share

Dan Michaluk
November 22, 2007

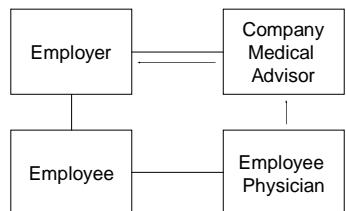
The Medical Advisor



The Medical Advisor

- Determine validity of absences
- Determine eligibility
- Develop accommodation proposals
- Clear for return-to-work

The Medical Advisor



The Medical Advisor

- Custody of info for you
- Recommendations to you
- Advocates for you

The Medical Advisor

- Your legal obligations
 - Respect the terms of the release
 - Respect the need to know principle

The Medical Advisor

- Medical release forms – with clear purpose statements
- Policy on sharing information outside the advisor's office

Now you've got it – What are your obligations?

Seven data breach files in previous 12 months

How many due to computer hacking?

Personal Information Care

- 1 x computer hacking
- 1 x employee theft
- 1 x employee snooping
- 3 x lost hardware
- 1 x Facebook

Personal Information Care

- Reinforce employee duties
- Reinforce policies and procedures
- Explain legal and business consequences
- Conduct an informal audit

Personal Information Care

- Shredder or blue box?
- E-mails to “hotmail” or home?
- Documents left in car?
- Gossip and casual conversation?
