



Freedom of Information and Protection of Privacy Act (FOIP) Consent & Notification Form

The *Freedom of Information and Protection of Privacy Act* (FOIP) requires that informed consent be obtained for the collection, use and disclosure of all personal information that is not authorized under the Alberta Housing Act.

This includes many activities that occur regularly in lodges/apartments, such as the use of individual and group photos, the listing of names for scheduled activities, and the use of names and pictures in newsletters, annual reports and other public documents. It is the intent that the Act should be applied in a common sense manner and should not negatively affect a person's life. The purpose of this notice is to inform you about the collection, use and disclosure of your personal information by the Administration and Management of Green Acres Foundation.

Notification

Please be advised that on occasion the media may be present and photographs and/or videos may be taken of you. It is your choice to be present on these occasions and Green Acres Foundation will instruct the media to speak directly with you should they wish to obtain personal information.

Please note that photos and/or videos of resident activities that are open to the general public may be taken and used for purposes within and outside of Green Acres Foundation. Green Acres Foundation may not restrict these activities at public events.

If you have any questions concerning the Freedom of Information and Protection of Privacy Act, please contact the Green Acres Foundation FOIP Coordinator at 328-1155.

FOIP Consent & Notification Form

Green Acres Foundation requires your consent for the following:

I, _____ consent to Green Acres Foundation using my personal information in the following ways:

1. The use of my name, photos and comments in activity calendars, newsletters, or other Green Acres Foundation publications.
2. The taking of individual or group photos and the use of my photo for display purposes inside the seniors' facility.
3. The use of my name or artwork or other material displayed at Green Acres Foundation sponsored displays in the community.
4. The taking of photos and/or videos of me participating in activities where the material will be used by Green Acres Foundation.
5. The use of my name in listing and/or announcements of awards, activities, birthday celebrations, for the purpose of sending get well cards or use of name tags.
6. The use and display of my name on my room door.
7. The listing of my name and room number on the directory board inside the building.
8. The listing of my name on the entry security system (if applicable).
9. The posting of my name on sign up sheets for service providers, bus trips, meal attendance or absence.
10. The taking of photos and/or videos of me and their use, by the media, and other organizations where I am not interviewed or identified by name.
11. The disclosure of information concerning my health and social needs to health care professionals and my named responsible party and/or legal guardian.

Resident Name: _____ **Date:** _____

Facility: _____

Signature: _____

Witness: _____