

From: [Office of the Information and Privacy Commissioner of Ontario](#)
To: [Kathy Lawson](#)
Subject: Reminder to institutions and health information custodians: 2018 Annual Statistical Reporting - Reports due on March 1, 2019
Date: Friday, January 18, 2019 1:44:39 AM

January 18, 2019

As you know, the IPC's [Statistics Submission Website](#) is open for institutions under the *Freedom of Information and Protection of Privacy Act (FIPPA)* and *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, and for health information custodians under the *Personal Health Information Protection Act (PHIPA)* to submit their annual statistics for the 2018 reporting year.

We have not yet received your statistical report(s) for 2018.

Please be sure to submit your [online statistical reports](#) to the Information and Privacy Commissioner of Ontario by **Friday, March 1, 2019**. We do not accept statistical reports by fax or email.

ACCESS STATISTICS

FIPPA and *MFIPPA* require institutions to submit their annual statistics to the IPC, even those that received no formal freedom of information (FOI) requests during the reporting year.

If you are both a health information custodian under *PHIPA* and an institution under *FIPPA* or *MFIPPA*, such as a hospital or medical officer of health, you must submit a *FIPPA/MFIPPA* and a *PHIPA* report.

2018 Statistical Reporting Tip: All formal (written) FOI requests, accompanied by a \$5 application fee, must be reported, including those requests that were withdrawn or abandoned.

Use our helpful [Frequently Asked Questions: FIPPA and MFIPPA Statistical Report](#) for guidance on this statistical report.

All institutions and health information custodians must file reports online. Please submit your report at <https://statistics.ipc.on.ca>.

BREACH STATISTICS UNDER PHIPA

New this year, health information custodians must submit their statistics relating to **health information privacy breaches**. Health information custodians that are also institutions under *FIPPA/MFIPPA* must submit their statistics, even if they experienced no breaches in 2018.

Statistical Reporting Tip: Anything that required notice to a patient under section 12(2) of *PHIPA* should be included in the statistical report, even if you did not need to report it to the IPC.

Learn more in our [FAQs on health privacy breach reporting](#).

The online questionnaire is user-friendly and you should find it easy to submit your report.

If you have any questions, please email the IPC at statistics.ipc@ipc.on.ca or call (416) 326-3333 or 1-800-387-0073 and ask to speak with an Information Officer.

Thank you for your co-operation.

Sincerely,

Brian Beamish
Commissioner



Information and Privacy Commissioner of Ontario



If you have any questions, call us at **416.326.3333 / 1.800.387.0073**, send us an email at info@ipc.on.ca, or write to us at: Office of the Information and Privacy Commissioner of Ontario, 2 Bloor St. East, Suite 1400, Toronto, ON, M4W 1A8.

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