



**eHRSS Personal Information Collection Statement
(PICS) – Healthcare Recipient/Substitute Decision
Maker**

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PERSONAL INFORMATION COLLECTION STATEMENT

Purposes of Collection

We, the Electronic Health Record Office under the Food and Health Bureau of HKSARG, may collect your personal information including *name, date of birth, gender, identity document number, and contact information (e.g. correspondence address, telephone number(s) and email address)* if you are a healthcare recipient.

We may collect your personal information including *name, identity document number, contact information (e.g. correspondence address, telephone number(s) and email address) and details of your relationship with the healthcare recipient* if you are a substitute decision maker (if applicable) applying for a healthcare recipient in relation to matters of his / her registration to the Electronic Health Record Sharing System (eHRSS).

We may also receive information about you from other healthcare recipients, when they register you as their contact person or authorised person in eHRSS and your personal information including *name and contact information (e.g. correspondence address, telephone number(s) and email address)* will be collected.

The personal data and information we collect from you is for your registration as a healthcare recipient to eHRSS and related matters under the Electronic Health Record Sharing System Ordinance (Cap 625) (eHRSSO). The health information of the registered healthcare recipient will be shared among healthcare providers who have obtained sharing consent from that registered healthcare recipient or his/her substitute decision maker. Using your personal information in eHRSS for direct marketing is an offence.

Classes of Transferees

Except with your prior consent, we will not transfer or disclose the collected personal data and information to any third party except as stated below:

- (1) the Department of Health, Hospital Authority or any person or entity whom we may appoint in writing to assist the Commissioner for the Electronic Health Record in performing a function and exercising a power, pursuant to eHRSSO;
- (2) any personnel, agent, adviser, auditor, contractor or service provider engaged by us to provide services or advice (e.g. technical, security or data processing service, etc.) in connection with our operations;
- (3) any person to whom we are required to make disclosure to under any law or court order applicable in Hong Kong.

Access and Correction of Your Personal Data

You have the rights of access and correction of the personal data provided and the application forms for access to or correction of personal data can be obtained from the eHRSS website (www.ehealth.gov.hk). You may also contact the Electronic Health Record Registration Office for more information. A non-excessive fee will be charged for complying with your data access request.

Enquiries

Enquiries concerning personal data provided, including data access requests and data correction requests should be addressed to:

Electronic Health Record Registration Office

Address: Unit 1193, 11/F, Kowloonbay International Trade & Exhibition Centre, 1 Trademart Drive, Kowloon Bay, H.K.

Hotline: 3467 6300

Fax: 3467 6099

Email: ehr@ehealth.gov.hk