

## Frequently Asked Questions

**Q What are the definitions for the each type of data?**

A Identifiable Data – data that contains identifiers so that the person to whom it relates can be identified.

De-Identifiable Data - data from which any information that may be reasonably be expected to identify an individual has been removed (e.g. name, phone number, address, health services number (HSN) etc.).

Aggregate Data – data is presented in summary tables containing no personal information

Anonymous Data – data is collected without identifiers and cannot be used to identify an individual to whom it relates and cannot be linked to other information regarding the individual to whom it relates.

Coded/Encrypted Data – identifiable data in which the details that could identify individuals are concealed in a code but which can be readily decoded by those who are using it.

**Q What is the timeline to receive the information requested in my Request for Information Form?**

A The goal is to provide the data in the shortest timeframe possible. There are a number of factors which will influence the timeframe for response.

For example:

- If a similar request is on file and only minor modifications to generate the information to fulfill the current request, the information will be provided within 2 weeks.
- If the information request requires linkages between data sets it will take longer to complete the request (minimum 4 weeks)

**Q Who can make information requests?**

A You must be an “Approved Requestor” from your organization in order to request information from the Data Warehouse.

Physicians requesting information must be currently licensed with the College of Physicians and Surgeons of Saskatchewan.

**Q How do I become an “Approved Requestor”?**

A Individuals who are employees of Regional Health Authorities, Health Quality Council, Government Ministries, and the Saskatchewan Cancer Agency must be approved by their organization. Contact the Privacy Officer of your organization for further details.

**Q Do I need to print and sign my Request for Information Form?**

A Approved Requestors do not need to sign the Request for Information Form **as long as** the request is submitted from an email address that contains the Approved Requestors name.

**Q Why am I not able to receive information where the data cell size is 5 or less 5?**

A In order to protect the confidentiality of individually identifiable data, eHealth Saskatchewan has adopted the protocol that any data in cell sizes of 5 or less will not be released. Data contained in cell sizes of 5 or less potentially allow for individuals to be identified.

**Q Criteria to Assess Request for Information Forms?**

A There are a number of steps that Information Services takes to assess the ability for eHealth fulfill the Request. These steps are as follows:

- Is the individual requesting the information an Approved Requestor
- Determines if data requested exists in the Data Warehouse
- Assesses if eHealth has the authority to release the information

If eHealth is unable to fulfill the request notification will be provided to the Requestor which includes the reason the information request cannot be fulfilled.

**Q How does eHealth protect the information in the Data Warehouse?**

A eHealth's processes ensure that information released from the data warehouse is only provided to approved requestor's. In addition, eHealth ensures it has the authority to release the information based on the intended use identified on the Request for Information Form.

eHealth only releases the minimum amount and the least identifiable information required to meet the intended purpose and use identified on the Request for Information Form.

**Q What information sources are available in the data warehouse?**

A The Data Warehouse contains source system applications data identified in the table below. Please note that not all Regional Health Authorities contribute data to every data set included in the Data Warehouse.

<b>Data Set</b>	<b>Description</b>
Acquired Brain Injury	Track people and service events for individuals with Brain Injuries.
Alcohol, Drug & Gambling	Tracks people and service events for individuals enrolled in Alcohol, Drug Abuse and Gambling Treatments.
Discharge Abstract Database	Captures administrative, clinical and demographic information on hospital discharges (including deaths, sign-outs and transfers).
Drug Plan Claims – Benefit Records	Contains adjudicated claims for drugs, some supplies and devices.
Home Care	Tracks visits, schedules and bills for Home Care clients.
Hospital Year End	Discharge Abstract Database and Medical Services

<b>Data Set</b>	<b>Description</b>
	Branch information
MDS Long Term Care	Scoring and application tool that contains assessment information of individuals in Long Term facilities.
Medical Claims Payment System	A batch system that adjudicates medical claims and generates payment transactions to practitioners (doctors, dentists, optometrists) who provided insured services to Saskatchewan beneficiaries.
National Ambulatory Care Reporting System	Contains data for all hospital-based and community-based ambulatory care: 1. Day surgery 2. Outpatient clinics 3. Emergency departments.
National Rehabilitation Reporting System	Includes a comprehensive range of inpatient and outpatient services and complex continuing care for adults who experience debilitating illness or injury.
Personal Health Registration System	Issues Health Services Numbers and keeps track of health coverage.
Prescription Review Program	Collects information on all patients receiving prescriptions for narcotic drugs.
Provider Registry System	The provincial registry of health care providers - fed by the several colleges (Surgeons, Dentists, Pharmacists, Nurses, Optometrists, Midwives, Ministry).
Provincial Ambulance System	Collection point for the Ambulance Operator System (AOM).
Register of Healthcare Practitioners/Physician Registry	Contains practitioner information (doctors, dentists, optometrists) required for billing purposes.
Saskatchewan Surgical Care Network	Provincial registry of all major surgical events performed throughout the province.
Shared Client Index	The Provincial Client Registry.
Spatial	Information of Saskatchewan residence code, Legal Land Description, Community, First Nation Bands & Reserves, Postal Code.
Special Care Home System	New system replacing ISCH (Institutional Supportive Care Home).
Surgical Information System/OR Manager	This application manages the booking and charting of surgical procedures as well as integrating with materials management.
Vital Statistics System	Contains all personal data related to deaths, births, marriages, adoptions and change of names for all people born and residing in Saskatchewan.