



Privacy Notice on the Protection of Personal Information

Our commitment to Privacy

This Privacy Notice pertains to the protection of personal information collected by DoctorCare, that is, information that relates to an identifiable individual. For the protection of personal health information (PHI), please refer to DoctorCare's Privacy Policy.

The information we collect

DoctorCare collects, uses, retains and communicates certain personal information pertaining to its employees, consultants, students, vendors, and customers for the following purposes:

- a) The day-to-day operations of DoctorCare supported services (i.e. preventive screening and health education programs)
- b) The day-to-day operations of DoctorCare's business (i.e. financial systems, human resources systems, contact management systems)
- c) Sales and customer support (i.e. program implementation, customer service, program performance, etc)
- d) Service optimization
- e) Program evaluation and improvement
- f) Occupational health and safety
- g) Managing invoicing and accounting services
- h) Procurement and contract management
- i) Complying with legal and regulatory requirements

The way we use information

The personal information collected by DoctorCare is used exclusively for the purposes listed above.

DoctorCare will collect only the personal information that is strictly necessary for the authorized purposes.

From time to time, DoctorCare may update the purposes for which it collects, uses, retains and communicates personal information. Before we perform any updates or modifications, you will be notified accordingly so that you may agree to such updates or modifications.

Data security

To prevent unauthorized access, maintain data accuracy, and ensure the correct use of information, we have put in place appropriate physical, electronic, and administrative procedures to safeguard and secure the information we collect.

How to access or correct your information

You can access any of your personally identifiable information that we collect and maintain by contacting our office by mail, email, or telephone. We use this procedure to better safeguard your information.

You can correct factual errors in your personally identifiable information by sending us a request that credibly shows the error.

To protect your privacy and security, we will also take reasonable steps to verify your identity before granting access or making corrections.

How to contact us

Should you have other questions or concerns about this Privacy Notice, please call our Privacy Office at 416-884-9784 or send us an email at privacy@doctorcare.ca.

Our mailing address is:

Privacy Officer

DoctorCare Inc.

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