

Decisions Made Publicly Available

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| Policy Section: Administration of the Act | Policy Number: AA-18 | Approved By: Council |
| Regular Policy Review Frequency: Every five years | Date Approved: March 9, 2018 | Date Reviewed/Revised: March 8, 2019 |

Purpose:

To state the criteria and procedures for making available to the public disciplinary decisions of the Council, a panel of the Inquiry Committee, voluntary surrenders and censures; and cancellations of registration or certificates of practice by the Council.

Policy:

1. The College shall publish decisions in keeping with the requirements of the applicable legislation (*The Registered Nurses Act* or *The Regulated Health Professions Act*) and for the purpose of:
 - a. being accountable to the public for actions taken;
 - b. preventing unacceptable practice by providing information/education to members about unacceptable conduct for their future guidance;
 - c. providing information to members about College processes.
2. Decisions will be made available to the public through publication. Publication refers to communication of member or former member information on the College website and any other means of communication deemed necessary by the CEO/Registrar in the interest of protection of the public.
3. Publication will include information that is available to the public under applicable legislation (*The Registered Nurses Act* or *The Regulated Health Professions Act*), including the member's name and registration number, unless:
 - a. the information is not to be made public under the applicable legislation (*The Registered Nurses Act* or *The Regulated Health Professions Act*);
 - b. disclosure of the member's name and registration number could reasonably be anticipated to discourage the public from initiating complaints to the College; or
 - c. disclosure of the member's name and registration number could reasonably be anticipated to compromise the anonymity of the complainant or other parties incidentally involved in a matter.
4. The following guidelines shall apply to any publication:
 - a. The privacy of persons other than the member participating in the process must be protected by publishing the minimum amount of personal information necessary to effectively communicate the circumstances and the reasons for decision.



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- b. When considering the publication of personal or financial information regarding a member, the College shall consider whether the privacy interest of the member outweighs the public interest in making the information available. The dignity of the member must be respected by publishing the minimum amount of personal or financial information necessary to effectively communicate the circumstances and the reasons for decision.
- c. The College shall consider whether a person involved in a criminal proceeding or a civil suit or proceeding may be prejudiced; or
- d. The College shall consider whether the safety of a person may be jeopardized.
- e. In circumstances where the decision includes that the member's name and registration number are not to be included in the publication, an explanation of the reason for withholding the member's name shall be included in the publication.