

**MEMO**

**Date:** November 30, 2020

**To:** All PHIMS Directors, Managers, and PHIMS Users

**From:** Lynda Tjaden, Executive Director, Population and Public Health, Manitoba Health, Seniors and Active Living  
Kieran Savage, Solution Group Manager, Community & LTC, Digital Health, Shared Health

**cc:** Kathy Koschik, Manager, Public Health Systems, Digital Health, Shared Health  
Dr. Carol Kurbis, Medical Officer of Health, Manitoba Health, Seniors and Active Living

**Re:** **PHIMS – Electronic Terms of Use Go Live**

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The current provincial surge in the COVID-19 outbreak is causing an unprecedented demand on existing Departmental systems and processes. PHIMS is no different. The current method of managing the paper-based Terms of Use is causing delay and back logs in new Authorized User enrollment.

In an effort to streamline the process, all PHIMS users will be requested to agree to the PHIMS Terms of Use using an electronic process.

The new Terms of Use will be implemented on the evening of **December 2, 2020**. All PHIMS users will be required to agree to the new electronic Terms of Use the first time they log in after this date.

The person's agreement to the Terms of Use is only required once and will be logged in an auditable database. However, if the Terms of Use are updated in the future, all users would have to agree to the new Terms of Use the next time they log in.

The new process will be as follows:

- After December 2, 2020, the first time that a person logs into PHIMS, they will be presented with the electronic Terms of Use on their computer.
- The user must read through to the bottom of the document.
- If the person agrees to accept the terms, they will click "Accept Terms".
- The person will then be logged into PHIMS.
- The image below shows how the electronic Terms of Use will appear to users.



## Public Health Information Management System

### PHIMS TERMS OF USE

#### For Access to and Use of the Public Health Information Management System (PHIMS)

An "Agreement" between **Manitoba Health Seniors and Active Living** and **Shared Health**

In return for being authorized to access and use PHIMS (formerly "Panorama"), I agree to comply with the following Terms of Use:

#### 1. Definitions

1.1 "Authorized Organization" means an organization or entity with whom Manitoba has entered into an agreement in order to facilitate access to the PHIMS Shared Service by that organization's or entity's employees, agents or contractors for an authorized purpose. For example: Regional Health Authorities, First Nations Inuit Health Branch (Indigenous Services Canada), Shared Health and other health care providing organizations;

1.2 "Authorized User" means a designated representative of the Authorized Organization permitted to access, use or disclose Information in the PHIMS application under the terms and conditions of this Agreement;

1.3 "FIPPA" means The Freedom of Information and Protection of Privacy Act, C.C.S.M. c. F175 and the regulations under that Act, as the Act or regulations may be amended from time to time;

1.4 "Health Care" has the meaning given to that term in PHIA;

*You must review the entire Terms of Use in order to Accept/Reject*

Accept Terms

Reject Terms