February 23, 2017

Government of Newfoundland and Labrador
Department of Health and Community Services

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act [Our File #: HCS/013/2017]

On February 1, 2017, Department of Health and Community Services (the Department) received your request for access to the following records:

“A list of all briefing materials provided to the minister in January 2017, including but not limited to briefing notes, information notes, meeting notes and decision notes”

I am pleased to inform you that a decision has been made by John G. Abbott, Deputy Minister for the Department to provide access to some of the requested information.

Access to the remaining information contained within the records, has been refused in accordance with the following exceptions to disclosure, as specified in the Access to Information and Protection of Privacy Act (the Act):

Section 30 - Legal Advice
Section 35 - Disclosure Harmful to the Financial or Economic Interest of a Public Body
Section 38 - Disclosure Harmful to Labour Relations of Public Body as Employer

As required by 8(2) of the Act, we have severed information that is unable to be disclosed and have provided you with as much information as possible.

In accordance with your request for a copy of the records, the appropriate copies have been enclosed.

Please be advised that you may appeal this decision and ask the Information and Privacy Commissioner to review the decision to provide partial access to the requested information, as set out in section 42 of the Act (a copy of this section of the Act has been enclosed for your reference). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner. Your appeal should identify your concerns with the request and why you are submitting the appeal.

The appeal may be addressed to the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive

P.O. Box 8700, St. John's, NL, Canada A1B 4J6 t 709.729.3124 f 709.729.0121
You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act (a copy of this section of the Act has been enclosed for your reference).

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Completed Access to Information Requests website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please contact me by telephone at 709-729-7010 or by email at VanessaMacey@gov.nl.ca.

Sincerely,

Vanessa Macey

ATIPP Coordinator

Enclosures
42.(1) A person who makes a request under this Act for access to a record or for correction of personal information may file a complaint with the commissioner respecting a decision, act or failure to act of the head of the public body that relates to the request.

(2) A complaint under subsection (1) shall be filed in writing not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16(2).

(3) A third party informed under section 19 of a decision of the head of a public body to grant access to a record or part of a record in response to a request may file a complaint with the commissioner respecting that decision.

(4) A complaint under subsection (3) shall be filed in writing not later than 15 business days after the third party is informed of the decision of the head of the public body.

(5) The commissioner may allow a longer time period for the filing of a complaint under this section.

(6) A person or third party who has appealed directly to the Trial Division under subsection 52(1) or 53(1) shall not file a complaint with the commissioner.

(7) The commissioner shall refuse to investigate a complaint where an appeal has been commenced in the Trial Division.

(8) A complaint shall not be filed under this section with respect to

(a) a request that is disregarded under section 21;

(b) a decision respecting an extension of time under section 23;

(c) a variation of a procedure under section 24; or

(d) an estimate of costs or a decision not to waive a cost under section 26.

(9) The commissioner shall provide a copy of the complaint to the head of the public body concerned.
52. (1) Where an applicant has made a request to a public body for access to a record or correction of personal information and has not filed a complaint with the commissioner under section 42, the applicant may appeal the decision, act or failure to act of the head of the public body that relates to the request directly to the Trial Division.

(2) An appeal shall be commenced under subsection (1) not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16(2).

(3) Where an applicant has filed a complaint with the commissioner under section 42 and the commissioner has refused to investigate the complaint, the applicant may commence an appeal in the Trial Division of the decision, act or failure to act of the head of the public body that relates to the request for access to a record or for correction of personal information.

(4) An appeal shall be commenced under subsection (3) not later than 15 business days after the applicant is notified of the commissioner’s refusal under subsection 45(2).
### Briefing Materials Provided to Minister of Health and Community Services - January 2017

| Decision / Direction Briefing Notes: |  
|-------------------------------------|---
| Detection of Indicators and Vulnerabilities for Emergency Room Trips (DIVERT) Scale National Research Project | Jan. 5, 2017  
| Attendance at Upcoming Meeting of the pCPA Executive Meeting | Jan. 7, 2017  
| Health Related Programs Seat Capacity Recommendations for AESL | Jan. 18, 2017  
| Consideration of a request to waive the HCS entitlement to expenses incurred relating to a Third Party Liability claim resulting from a slip and fall accident | Jan. 30, 2017  
| Consideration of a request to waive the HCS entitlement to expenses incurred relating to a Third Party Liability claim resulting from a slip and fall accident | Jan. 31, 2017  

| Information Briefing Notes: |  
|-----------------------------|---
| Canadian Institute for Health Information (CIHI) 2015 data tables for Medical Laboratory Technologists, Medical Radiation Technologists, Physiotherapist, Occupational Therapists, and Pharmacists | Jan. 10, 2017  
| Radon Testing Project in St. Lawrence, NL | Jan. 23, 2017  
| Fracture Liaison Services (FLS) | Jan. 23, 2017  
| Death of Youth Receiving Health Services from Central Health | Jan. 30, 2017  
| Temporary leave of absence process for cognitively impaired residents in long term care | Jan. 30, 2017  
| Types of organ and tissue donation systems - "opt in system" or "opt out system" (presumed consent) | Jan. 30, 2017  

| Meeting Briefing Notes: |  
|-------------------------|---
| Meeting with the Newfoundland and Labrador Palliative Care Association | Jan. 16, 2017  
| Meeting with Chairperson of Eastern Regional Health Authority Board of Trustees | Jan. 16, 2017  
| Meeting with the Newfoundland and Labrador Medical Association (NMLA) | Jan. 17, 2017  

### Consideration of a request to waive the HCS entitlement to expenses incurred relating to a Third Party Liability claim resulting from a slip and fall accident

Jan. 31, 2017

### Canadian Institute for Health Information (CIHI) 2015 data tables for Medical Laboratory Technologists, Medical Radiation Technologists, Physiotherapist, Occupational Therapists, and Pharmacists

Jan. 10, 2017

### Radon Testing Project in St. Lawrence, NL

Jan. 23, 2017

### Fracture Liaison Services (FLS)

Jan. 23, 2017

### Death of Youth Receiving Health Services from Central Health

Jan. 30, 2017

### Temporary leave of absence process for cognitively impaired residents in long term care

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### Types of organ and tissue donation systems - "opt in system" or "opt out system" (presumed consent)

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### Meeting with the Newfoundland and Labrador Palliative Care Association

Jan. 16, 2017

### Meeting with Chairperson of Eastern Regional Health Authority Board of Trustees

Jan. 16, 2017

### Meeting with the Newfoundland and Labrador Medical Association (NMLA)

Jan. 17, 2017