



## Information Sheet

The National System for Incident Reporting (NSIR) is a voluntary reporting system designed to facilitate the sharing of and learning from medication incidents. NSIR data can support a variety of quality improvement activities including identifying safety strategies at the local level, summarizing data for internal reporting and supporting the development of system-wide alerts and recommendations. It allows users to access incident data from their facility as well as de-identified information from other participating facilities.

### Our Vision

Better data. Better decisions.  
Healthier Canadians.

### Our Mandate

To lead the development and maintenance of comprehensive and integrated health information that enables sound policy and effective health system management that improve health and health care.

### Our Values

Respect, Integrity, Collaboration,  
Excellence, Innovation

# National System for Incident Reporting

# Privacy and Information Protection

The National System for Incident Reporting (NSIR) supports the collection, sharing and analysis of medication/IV fluid incident data to help identify how incidents occurred and how similar incidents may be prevented. This information is collected in a secure, confidential way to protect the identities of those involved.

## Anonymity

- Patient, health care provider and facility information is limited and de-identified prior to submission.
- Data providers have full access to their own data (identifiably) and to data from other facilities (non-identifiably).
- The private communication tool permits data providers and other authorized participants to discuss and learn about incidents without revealing the identities of patients, health care providers or facilities.

## Agreement

- Participants are required to sign an NSIR service agreement or data sharing agreement (DSA) that outlines their obligations around access to NSIR data, as well as its security, use and disclosure.
  - A DSA allows other authorized NSIR participants to have access to de-identified data from all facilities.
- Compliance with the terms and conditions of the agreements is mandatory. Failure to uphold the terms and conditions could result in termination of access to NSIR data.

## Confidential Information

- NSIR participants must maintain the confidentiality of information, as outlined in the NSIR service agreement or DSA, as applicable.
- Confidential information includes any information obtained as a result of using NSIR. Examples include
  - De-identified incident data;
  - System-generated reports; and
  - Usernames and passwords.

## Security Safeguards

- The Canadian Institute for Health Information (CIHI) protects confidential information by implementing physical, technical and administrative safeguards that follow or exceed industry standards. Examples of these safeguards include the following:
  - CIHI authorizes all users before they may register for NSIR.
  - Participants log in to the system using usernames and passwords.
  - The NSIR web-based application uses built-in encryption software to ensure data is transferred securely.
  - The system logs user activity so audits can be run and usage monitored.
  - Architecture/security filters allow NSIR to control system privileges and permissions.
  - A robust firewall is in place to block unauthorized access to NSIR.

## Disclosures of NSIR Data

- Participating organizations may release analyses of aggregate NSIR data in accordance with their DSA or service agreement.
- NSIR data is currently not available for public use. When NSIR data does become available, all public disclosures will be subject to CIHI's *Privacy Policy, 2010*.

## Privacy Impact Assessment

- As part of CIHI's Privacy and Security Program, NSIR has undergone a privacy impact assessment. A privacy impact assessment is a process by which privacy, confidentiality and security issues associated with the collection, use or disclosure of personal information are assessed based on the 10 principles of the Canadian Standards Association's *Model Code for the Protection of Personal Information*. A copy of NSIR's privacy impact assessment can be found online.

## About Privacy and Security at CIHI

- CIHI has in place a rigorous Privacy and Security Program designed to ensure the confidentiality of its data holdings. We continuously work to strengthen our Privacy and Security Program by
  - Aligning our policies and practices with current standards;
  - Enhancing data protection tools and activities; and
  - Increasing awareness of the program among staff.

For more information about our existing privacy and security policies, protocols and procedures, please visit [www.cihi.ca/privacy](http://www.cihi.ca/privacy).