

Section 3.2 of Part 2 and section 6.2 of Part 3 of Schedule F to the HPA Bylaws require registrants to identify patients using at least two person-specific identifiers because registrants and patients may not be in the same location at the point of care. This Policy specifies acceptable way of identifying particular individuals based on Accreditation Canada's Required Organizational Practices Handbook 2016.

POLICY:

1. Acceptable person-specific identifiers are:
 - patient/resident's full name,
 - home address, if confirmed by the patient/resident or family,
 - date of birth,
 - personal identification number (e.g. hospital account number, medical record number), or
 - an accurate photograph.
2. In long-term or continuing care settings where the registrant is already familiar with the patient or resident, facial recognition is also an acceptable person-specific identifier.
3. The following are examples of person-specific identifiers that are not acceptable:
 - a. a patient/resident's room or bed number,
 - b. a home address that has not been confirmed with the patient or resident or his/her family, or
 - c. facial recognition in acute-care settings.