3.0 CONFIDENTIALITY

3.1 Information obtained by the Department while providing services is confidential and may be shared only with other government department, agencies, community service agencies or individuals when necessary to expedite required or requested services and only when permission has been obtained.

3.2 A "Release of Confidential Information" clause is included in the DSP *Application Form*, which is signed by the applicant or their parent/guardian or agent.

3.3 A separate "Authorization to Obtain and/or Release of Confidential Information" form must be completed for anyone who is not listed on the application form.

3.4 Personal information held by government is protected under the *Freedom of Information and Protection of Privacy Act*. DSP participants must be informed that personal information is collected under Section 3 (f) of Prince Edward Island's Rehabilitation of Disabled Persons Act and Section 3 (a) of Prince Edward Island's Social Assistance Act and is used for the purpose of the administration of the DSP (Refer to Section 1.2.1).