

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

Lanark Veterinary Clinic agrees that all client and practice related information provided will be kept confidential, and will only be used for the purpose of which it was provided. Lanark Veterinary Clinic agrees not to disclose the client information and practice information to any third party without prior written, verbal or electronically mailed consent.

PERSONAL INFORMATION POLICY CONSENT FORM

I understand that Lanark Veterinary Clinic has a Personal Information Policy in accordance with the requirements of the *Personal Information Protection and Electronic Documents Act*. By signing below, I am consenting to the collection, use and disclosure of my personal information (such as my telephone number, address and e-mail) in accordance with the purpose set out in the policy, which includes the following:

- Maintaining complete and accurate client files, and complying with the requirements of the College of Veterinarians of Ontario and the *Veterinarians Act* and regulations under the Act;
- Providing goods and services to veterinary clients, including contact of clients to schedule appointments and follow-up on patient treatment, billing for goods and services and notifying clients about new services and promotional offers; and
- Communicating and working with third parties providing medical or other services to clients, including other veterinary facilities and insurance companies which may pay for all or part of the cost of such services.

I understand that;

- My personal information will not be used or disclosed for purposes other than those for which it was collected, except with my consent, or except where use of disclosure is required by law; this excluding microchip or rabies tag number for the sole purpose of re-uniting lost pets.
- I have the right to view my personal information and have it amended, if inaccurate or incomplete; and
- A copy of this policy will be provided on request.

_____ YES. I, the undersigned, give Lanark Veterinary Clinic permission to use my e-mail, which I have provided, for the purpose of invoicing, follow-ups, booking appointments, and reminders. I understand that my consent may be withdrawn at any time by emailing lanarkvetclinic@yahoo.ca

_____ NO. I, the undersigned, do not give Lanark Veterinary Clinic permission to use my e-mail for the purpose of invoicing, follow-ups, booking appointments, and reminders.

_____ YES, I give my permission to use my pet(s) photo on Lanark Veterinary Clinic’s Facebook page.

_____ NO, I do not give my permission to use my pet(s) photo on Lanark Veterinary Clinic’s Facebook page.

Signature _____ Date _____

Printed Name: _____