



Yarmouth Hospital Foundation (YHF)

Policy: Fundraising	NUMBER: C2 and C3 [See also A13]	
SUBJECT: Donor list policy		
DRAFT:	REVISED / REAFFIRMED: September 9, 2021 (MD contact info changed)	BOARD APPROVED: November 30, 2021

Privacy Policy

We Respect Privacy

YHF raises funds to support and enhance the Yarmouth Regional Hospital as a community and regional center of excellence in health care. The Board and the staff of the YHF are also committed to protecting the privacy of donors and potential supporters and is compliant with PIPEDA (Personal Information Protection and Electronics Documents Act).

Here's How Information is Used

The information shared with us such as name, title, address, telephone number, email address, donations history and other relevant information is collected for the following purposes:

- To comply with Canada Revenue Agency guidelines;
- To provide periodic stewardship information and appropriate recognition;
- To provide information about YHF and its activities; and
- To provide further opportunities to support YHF

Information Stays With Us

YHF does not sell, lease, trade or share your information with anyone. Only generalized statistics may be shared or reported. Personal information about donors is stored in a password protected database and manual filing system within the confines of the YHF office. All staff members / administration volunteers sign a confidentiality agreement as part of their terms of employment / administration volunteer work.

How the YHF Acquires Information

Information becomes part of the YHF database and files system when a donation is made or is participation in a program or event occurs. However, names, addresses and telephone numbers published in telephone directories or other public records are not considered personal and may be used to acquire new donors for support. YHF does not have access to patient records and medical information within Yarmouth Regional Hospital or any part of the Nova Scotia Health Authority.

Recognizing Donations

All donors are recognized in the Book of Honor. Names of donors who have contributed \$5000+ are displayed on the Wall of Honor. Both the Book of Honor and the Wall of Honor are located in the main lobby of the Yarmouth Regional Hospital.

Contact Information

For questions or comments, with a request for anonymity or for removal of your name from our mailing list, please contact:

Mary Surette, YHF Managing Director,
902 -749-1669 mary.surette@nshealth.ca