

**North Island Sites – Health Records**

Location where care received	Program Area / Care Services received	Designated FOI Officer and contact information
<p><b>Alert Bay</b></p> <ul style="list-style-type: none"> <li>Cormorant Island Health Centre(CIHCC)</li> </ul> <p><b>Port Alice Health Centre</b></p> <p><b>Port McNeill Hospital (PMH)</b></p> <p><b>Port Hardy</b></p> <ul style="list-style-type: none"> <li>Port Hardy Hospital (PHH)</li> <li>Eagle Ridge Manor</li> </ul>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Child, Youth &amp; Family Care</b></p> <p><b>Residential Care</b></p> <p><b>Senior’s Health</b></p> <p><b>Home &amp; Community Care</b> <i>Including Home Support</i></p> <p><b>Public Health</b></p> <p><b>Nursing Centre Care</b></p>	<p><b>Health Records Department</b> Port Hardy Hospital 9120 Granville Street Port Hardy, BC V0N 2P0 Phone: 250.902.6027 Fax: 250.902.6030 Email: <a href="mailto:FOIPHH@viha.ca">FOIPHH@viha.ca</a></p>
<p><b>Mt. Waddington</b></p>	<p><b>Mental Health and Substance Use (MHSU)</b> <i>Outpatient Services</i></p>	<p><i>See CRG below ...</i> Email: <a href="mailto:FOICRG@viha.ca">FOICRG@viha.ca</a></p>
<p><b>Campbell River</b></p> <ul style="list-style-type: none"> <li>North Island Hospital - Campbell River &amp; District (CRG)</li> <li>Yucalta Lodge</li> <li>Gold River Health Centre / Tahsis Health Centre</li> <li>Sayward Primary Healthcare Clinic</li> <li>Community Program-Home Care-NI</li> <li>Continuing Health Services-NI</li> </ul>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Child, Youth &amp; Family Care</b></p> <p><b>Residential Care</b></p> <p><b>Senior’s Health</b></p> <p><b>Home &amp; Community Care</b> <i>Including Home Support</i></p> <p><b>Public Health</b></p> <p><b>Nursing Centre Care</b></p> <p><b>Mental Health and Substance Use (MHSU)</b> <i>Outpatient Services</i></p>	<p><b>Health Records Department</b> Campbell River &amp; District Hospital (2 days/week) 375-2nd Avenue Campbell River, BC V9W 3V1 Phone: 250.286.7100 ext. 67249 Fax: 250.286.7124 Email: <a href="mailto:FOICRG@viha.ca">FOICRG@viha.ca</a></p>
<p><b>Courtenay/Comox Valley</b></p> <ul style="list-style-type: none"> <li>North Island Hospital – Comox Valley Hospital (CVH)</li> <li>Health Records from the now closed St. Joseph’s General Hospital (acute)</li> <li>Cumberland Lodge</li> <li>Glacier View Lodge</li> <li>Mountain View Residential Care</li> <li>Hornby Island Medical Clinic</li> </ul>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Child, Youth &amp; Family Care</b></p> <p><b>Residential Care</b></p> <p><b>Senior’s Health</b></p> <p><b>Home &amp; Community Care</b> <i>Including Home Support</i></p> <p><b>Public Health</b></p> <p><b>Nursing Centre Care</b></p> <p><b>Mental Health and Substance Use (MHSU)</b> <i>Outpatient Services</i></p>	<p><b>Health Records Department</b> Comox Valley Hospital (CVH) 101 Lerwick Road Courtenay BC V9N 0B9 Phone: 250.331.5900 Ext. 65519 FAX: 250.331.8660 Email: <a href="mailto:FOICVH@viha.ca">FOICVH@viha.ca</a></p>

**Central Island Sites – Health Records**

Location Where Care Received	Program Area / Care Services Received	Contact Information
<p><b>Port Alberni</b></p> <ul style="list-style-type: none"> <li>West Coast General Hospital (WCGH)</li> <li>Westhaven</li> </ul> <p><b>Tofino and Ucluelet</b></p> <ul style="list-style-type: none"> <li>Community Mental Health</li> <li>Public Health offices</li> </ul> <p><b>Ucluelet</b></p> <ul style="list-style-type: none"> <li>Laboratory Services</li> </ul>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Residential Care</b></p> <p><b>Home &amp; Community Care</b> <i>Including Home Support</i></p> <p><b>Mental Health, Community Mental Health &amp; Substance Use Services</b> <i>Both Inpatient and Outpatient Services including those in Ucluelet</i></p>	<p><b>Health Records Department</b> West Coast General Hospital 3949 Port Alberni Highway Port Alberni, BC V9Y 4S1 Phone: 250.731.1370 ext.48121 Fax: 250.724.8810 Email: <a href="mailto:FOIWCGH@viha.ca">FOIWCGH@viha.ca</a></p>
<p><b>Tofino</b></p> <ul style="list-style-type: none"> <li>Tofino General Hospital (TGH)</li> </ul>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Laboratory Services</b></p>	<p><b>Health Records Department</b> Comox Valley Hospital (CVH) 101 Lerwick Road Courtenay BC V9N 0B9 Phone: 250.331.5900 Ext. 65519 FAX: 250.331.8660 Email: <a href="mailto:FOICVH@viha.ca">FOICVH@viha.ca</a></p>
<p><b>Chemainus</b></p> <ul style="list-style-type: none"> <li>Chemainus Health Care Centre (CHCC)</li> </ul> <p><b>Ladysmith</b></p> <ul style="list-style-type: none"> <li>Ladysmith Community Health Centre(LHCC)</li> <li>Ladysmith Family Practice Clinic</li> </ul> <p><b>Nanaimo</b></p> <ul style="list-style-type: none"> <li>Nanaimo Regional General Hospital(NRGH)</li> <li>Dufferin Place</li> <li>Kiwanis Lodge</li> <li>Malaspina Gardens</li> <li>Wexford Creek</li> </ul> <p><b>Parksville</b></p> <ul style="list-style-type: none"> <li>Oceanside Health Center (OHC)</li> <li>Trillium Lodge</li> </ul> <p><b>Duncan</b></p> <ul style="list-style-type: none"> <li>Cowichan District Hospital (CDH)</li> <li>Cowichan Lodge</li> <li>Cairnsmore</li> </ul>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Residential Care</b></p> <p><b>Continuing Care</b></p> <p><b>Home &amp; Community Care</b> <i>Including Home Support</i></p> <p><b>Public Health</b></p> <p><b>Mental Health &amp; Substance Use Services</b> <i>Both Inpatient and Outpatient Services</i></p> <p><b>NRGH Pain Clinic</b></p>	<p><b>Health Records Department</b> Nanaimo Regional General Hospital 1200 Dufferin Crescent Nanaimo, BC V9S 2B7 Phone: 250.755.7691 ext. 53179 or 53056 Fax: 250.755.7659</p> <p>Nanaimo/Parksville/Qualicum Email: <a href="mailto:FOINRGH@viha.ca">FOINRGH@viha.ca</a></p> <p>Duncan/Chemainus/Ladysmith Email: <a href="mailto:FOICDH@viha.ca">FOICDH@viha.ca</a></p>

**South Island Sites – Health Records**

Location Where Care Received	Program Area / Care Services Received	Contact Information
<p>Royal Jubilee Hospital (RJH)</p> <p>Gorge Road Hospital (GRH), Glengarry, Aberdeen, Mt. Tolmie, Priory and View Royal Surgical Center</p> <p>Yates &amp; Quadra Integrated Health Centre (YQIHC)</p>	<p><b>Acute Care</b> <i>Inpatient and Outpatient</i></p> <p><b>Mental Health and Substance Use (MHSU)</b> <i>(Inpatient Services at RJH)</i></p> <p><b>RJH Pain Clinic</b></p> <p><b>Residential Care</b> <i>(limited sites)</i></p> <p><b>Primary Care – NPs/Urgent Care</b></p>	<p><b>Health Records Department</b> Royal Jubilee Hospital 1952 Bay Street Victoria, BC V8R 1J8 Phone: 250.370.8549 ext. 18549 Fax: 250.370.8550 Email: <a href="mailto:FOIRJH@viha.ca">FOIRJH@viha.ca</a></p>
<p>Saanich Peninsula Hospital (SPH)</p>	<p><b>Acute Care</b> <i>Inpatient and Outpatient</i></p> <p><b>Primary Care - NPs</b></p>	<p><b>Health Records Department</b> Saanich Peninsula Hospital 2166 Mount Newton Cross Road Saanichton, BC V8M 2B2 Phone: 250.544.7676 ext: 23422 Fax: 250.652.7521 Email: <a href="mailto:FOISPH@viha.ca">FOISPH@viha.ca</a></p>
<p>Victoria General Hospital (VGH)</p> <p>Westshore Urgent Primary Care Centre (WUPCC)</p>	<p><b>Acute Care</b> <i>Inpatient and Outpatient</i></p> <p><b>Urgent Primary Care</b></p> <p><b>Primary Care - NPs</b></p>	<p><b>Health Records Department</b> Victoria General Hospital 1 Hospital Way Victoria, BC V8Z 6R5 Phone: 250.370.8111 ext. 15540 Fax: 250.727.4114 Email: <a href="mailto:FOIVGH@viha.ca">FOIVGH@viha.ca</a></p>
<p>Queen Alexandra Centre for Children (QAC)</p>	<p><b>Acute Care</b> <i>Inpatient and Outpatient</i></p> <p><b>Children, Youth, and Family Mental Health (CYFMS) Services</b> <i>Ledger House</i></p>	<p><b>Health Records Department</b> Queen Alexandra Centre for Children 2400 Arbutus Road Victoria, BC V8N 1V7 Phone: 250.519.6733 Fax: 250.519.6928 Email: <a href="mailto:FOIQAC@viha.ca">FOIQAC@viha.ca</a></p>
<p>Lady Minto / Gulf Islands Hospital (LMH)</p> <p>Lady Minto Residential Care</p> <p>Outpatient, Emergency &amp; Continuing Care</p>	<p><b>Acute Care</b> <i>Most Hospital Services and Health Records</i></p> <p><b>Continuing Care</b></p> <p><b>Residential Care</b></p>	<p><b>Health Records Department</b> Lady Minto / Gulf Islands Hospital 135 Crofton Road Salt Spring Island, BC V8K 1T1 Phone: 250.538.4806 Fax: 250.538.4807 Email: <a href="mailto:FOILMH@viha.ca">FOILMH@viha.ca</a></p>

## Designated FOI Officers for the release of records

Location Where Care Received	Program Area / Care Services Received	Contact Information
<p><b>Salt Spring Island MHSU Salt Spring NPs Office</b></p>	<p><b>Mental Health and Substance Use (MHSU)</b> <i>Outpatient Services</i></p> <p><b>Nurse Practitioner (SSI NP)</b> <i>Primary Care</i></p>	<p><b>Health Records Department</b> Lady Minto / Gulf Islands Hospital 135 Crofton Road Salt Spring Island, BC V8K 1T1 Phone: 250.538.4806 Fax: 250.538.4807 Email: <a href="mailto:FOILMH@viha.ca">FOILMH@viha.ca</a></p>
<p><b>South Island Outpatient Mental Health and Substance Use Records</b></p> <p>General Psychiatry Services, Schizophrenia Services, Mood Disorders Services, Anxiety Clinic, Integrated Mental Health Crisis Response Team (EMHS)</p> <p>USTAT/Group Services, Developmental Disability Mental Health Team, Adult Addiction Outpatient Services, Withdrawal Management Services, Assertive Community Treatment (ACT) Team, Perinatal Mental Health Services, MHSU Outreach Teams, MHSU Housing &amp; Seven Oaks</p> <p><b>Residential psychiatry visits at</b> Glengarry, Aberdeen, Mt. Tolmie, Oak Bay Lodge, Priory/Heritage Woods (JDF)</p>	<p><b>Mental Health and Substance Use (MHSU)</b> <i>Outpatient Services</i></p>	<p><b>Liane Shott &amp; Alicia Watson</b> MHSU, Island Health South Island 2328 Trent Street Victoria, BC V8R 4Z3 Phone: 250.370.8111 ext.12499 Fax: 250.519.1616 Email: <a href="mailto:liane.shott@viha.ca">liane.shott@viha.ca</a> <a href="mailto:alicia.watson@viha.ca">alicia.watson@viha.ca</a></p>
<p><b>South Island Health Units</b></p> <ul style="list-style-type: none"> <li>• Goldstream CHS</li> <li>• Esquimalt Health Unit</li> <li>• Victoria Health Unit</li> <li>• Saanich Health Unit</li> <li>• Gordon Head/Oak Bay CHS</li> <li>• Peninsula Health Unit</li> <li>• Salt Spring Island Health Unit</li> </ul>	<p><b>Community Health</b></p> <p><b>Community Health Services &amp; Home and Community Care</b> <i>Including Home Support and Seniors Outreach Team (SORT)</i></p> <p><b>Public Health</b></p> <p><b>Community Children, Youth, and Family Mental Health (CYFMS) Services</b> <i>Community Counselling services</i></p>	<p><b>Island Health Corporate FOI Office</b> Information Stewardship, Access and Privacy 1952 Bay Street Victoria, BC V8R 1J8 Phone: 250.370.8585 Fax: 250.519.1908 Email: <a href="mailto:FOI@viha.ca">FOI@viha.ca</a></p>

**All Island Health**

Location of Records	Record Types	Contact Information
<p><b>All Island Health</b></p>	<p><b>Purchasing/Contracts</b></p> <p><b>Patient Care Quality Records</b></p> <p><b>Licensing Records</b></p> <p><b>Environmental Health Including Tobacco Control</b></p> <p><b>Finance Records</b></p> <p><b>Supplies/Equipment Service Contracts/Capital Equipment Purchases</b></p> <p><b>Other Corporate Records</b></p> <p><b>Employee Records (Payroll, Job Description, HR, Benefits, Occupational Health &amp; Safety)</b> <i>Please submit requests for employee records using our Employee Records Request Form available on our website</i></p> <p><b>Health Records for subsidized beds in contracted Residential Care sites</b> <i>Island Health is only able to obtain Health Records for subsidized beds in contracted Residential Care facilities. For Health Records for non-subsidized beds or for other records, please contact the contracted Residential Care site directly.</i></p>	<p><b>Island Health Corporate FOI Office</b> Information Stewardship, Access and Privacy 1952 Bay Street Victoria, BC V8R 1J8 Phone: 250.370.8585 Fax: 250.519.1908 Email: <a href="mailto:FOI@viha.ca">FOI@viha.ca</a></p>