**Privacy Statement**

Ethics Nova Scotia Health will only collect, use, or disclose personal information or personal health information in ways that follow the established policies of Nova Scotia Health or applicable privacy laws, including the Freedom of Information and Protection of Privacy Act, the Personal Health Information Act, or the Personal Information International Disclosure Protection Act.

Personal information or personal health information collected by Ethics Nova Scotia Health will only be used for the purpose of providing ethics support services. Information is collected under section 24(1) of the Freedom of Information and Protection of Privacy Act and sections 30-31 of the Personal Health Information Act, as applicable.

If you have questions about our privacy policies and practices, please contact Privacy:

• By calling:1-833-213-1634

• By e-mailing: privacy@nshealth.ca

• By mailing: Privacy Office, 1-031 Centennial Building, 1276 South Park St., Halifax, NS B3H 2Y9

**Request for Clinical Ethics Support**

Please submit the completed request form to the administrative support person in your zone via their confidential administrative email address. If you require assistance, please contact us by phone or email.

Once we have received your request, a member of the ethics team will contact you. You may be asked to provide more information about the situation. We will then triage your request.Sometimes a request may have ethical dimensions but may be better addressed by another service. In those cases, we will do our best to direct you to the relevant service.

Depending on the request type and circumstances, Ethics Nova Scotia Health may provide ethics-related recommendations to the Requestor(s). However, Ethics Nova Scotia Health does not make healthcare and organizational decisions.

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| --- | --- | --- |
| Central Zone Ethics Support | 1-833-392-1413  Or  902 473 1564 | [czethics@nshealth.ca](mailto:czethics@nshealth.ca) |
| Eastern Zone Ethics Support | [ezethics@nshealth.ca](mailto:ezethics@nshealth.ca) |
| Western Zone Ethics Support | [wzethics@nshealth.ca](mailto:wzethics@nshealth.ca) |
| Northern Zone Ethics Support | [nzethics@nshelath.ca](mailto:nzethics@nshelath.ca) |

Date of request: March-30-23

**Requestor(s)**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Telephone**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Urgency of request**

* Urgent (response requested within 1 business/working day)
* Semi-Urgent (response requested within 2 business/working days)
* Non-urgent (response requested within 5 business/working days)

1. Patient Location i.e. Facility/Unit:

*Please do not include patient name, room or bed number. Once we’ve received your request, an ethics administrator will follow up with you and collect additional details as needed*

1. What question or concern are you hoping ethics can help you with?
2. What key information do you want the ethics team to know?
3. Is there anyone else we can reach out to if you are not available when we follow up?

The first step of ethics support is always one-on-one communication with the requestor and then we can determine what the appropriate next step will be. Options could include:

* One-on-one conversation.
* Meeting with members of the health care team.
* Meeting with the patient and/or their SDM.
* Meeting with the patient and/or their SDM with members of the health care team.

Please feel free to give some thought to what you think might be the best approach.