

	Name of Manual: CONSENT MANUAL Section: SPECIFIC SITUATIONS REQUIRING CONSENT	Policy Number: 9-10
	Policy Name: AUDIOVISUAL PUBLICATIONS	Page: 1 of 1

POLICY

Consent is required for the taking of photographs and/or audiovisual recordings. At no time should clients/residents be photographed in embarrassing or compromising situations.

Please see also “Release of Client Information to Media.” Policy # 3-50 – Corporate Communications.

<http://chintranet/pp/Level%203%20Manual/3.%20Media%20Relations/3-50%20%20Release%20of%20Client%20Information%20to%20Media.pdf>

PROCEDURE

1. The purpose of the photographs and other/or audiovisual recording must be explained to the client/consent giver and documented in the client’s/resident’s chart.
2. The Consent to Audiovisual Recordings form must be signed by the client/consent giver and the witness if the client is identifiable.
3. With the exception of family recordings, photographs and/or audiovisual recordings are the property of the health care centre and copies may not be made without the consent of the client/consent giver.
4. The client/consent giver may view/hear the photographs or audiovisual recordings upon request.
5. Family requests to record/photograph should be considered on an individual basis.
6. In Long Term Care Facilities: Upon admission, the resident and/or consent giver will be informed that, occasionally, during group and/or individual activities, photos are taken. It is the resident’s/consent giver’s right to refuse/withdraw consent at anytime.
7. Where visual recordings are made during intervention and the client is non-identifiable, consent will be included in the Consent to Intervention form.



APPROVED BY: Heather Brown, VP – Rural Health **APPROVAL DATE:** Dec 2012
for Senior Administration Team

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