



GENERAL POLICY MANUAL

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| SECTION: | Communication | APPROVED BY: | County Council |
| NUMBER: | 8.15 | SIGNATURE: | |
| PAGE: | Page 1 of 2 | DATE: | September 11, 2024 |
| REFERENCE POLICY: | 8.09, 8.11 | REVISED: | N/A |

Recording and Monitoring Devices in Long-Term Care

PURPOSE:

Oxford County is committed to protecting the safety and well-being of residents and staff at Woodingford Lodge and in upholding the Criminal Code of Canada and Acts and regulations of the Province of Ontario as they apply to the privacy, video monitoring, audio recording, and photography of Woodingford Lodge properties.

POLICY:

The *Fixing Long-Term Care Act, 2021, S.O. 21*, requires every licensee of a long-term care home to ensure that the home is a safe and secure environment for its residents. As such, Woodingford Lodge does not permit the use or installation of personal or private video and audio cameras, digital cameras, video monitoring devices, recording devices, nanny-cams, or similar technology on Woodingford Lodge property. Personal cameras, video cameras and audio recording devices shall not be installed, hidden, used, or left unattended in any resident rooms, common space or other location in the Woodingford Lodge home. This applies to all staff, residents, families, and visitors at Woodingford Lodge.

Furthermore, Woodingford Lodge recognizes that disseminating, broadcasting and/or sharing videos, photos, digital recordings, and audio recordings that are taken in private spaces, or without the consent, are in direct contravention of the Criminal Code of Canada. Such actions shall not be tolerated on Woodingford Lodge properties and appropriate actions will be taken.

Woodingford Lodge may utilize video monitoring devices in common areas, parking lots, outdoor spaces and other public areas with limited line-of-sight (i.e. hallways, stairwells, or elevators) for the purposes of resident and staff safety.

Woodingford Lodge video recordings will be maintained on a secure server and are for Woodingford Lodge use only. Oxford County facilities department maintains security of the data collected on Woodingford Lodge properties in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), Oxford County's Video Surveillance Policy 8.11 and Access and Privacy Policy 8.09.

Woodingford Lodge recording and monitoring technology shall not be placed in any private resident spaces, toilets, bathing areas or in spaces where residents and staff have a reasonable expectation of privacy.

POLICY COMPLIANCE

Woodingford Lodge will not tolerate contravention of this policy by employees, residents, resident substitute decision makers, resident family members, power-of-attorneys, volunteers, or visitors.

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Individuals in contravention of this policy will be directed to immediately remove their video, photography and/or recording device(s) from Woodingford Lodge property and remove any related recorded videos, audio and photographs from social media sites, websites, apps, and personal devices. In cases where abuse, neglect, or suspected contravention of the Criminal Code, Woodingford Lodge shall report to local authorities for prosecution as permitted by law.