

Tenant Access to Their Records Policy

Purpose

To outline SAHV's approach to tenants accessing their records.

Scope

This policy applies to all staff of SAHV who are responsible for, and providing, tenant and housing services.

Policy Statement

1. SAHV is committed to ensuring the privacy of all personal information pertaining to tenants, in accordance with legislative and funding requirements.
2. Tenants have the right to request to view their case files and may request a correction to any information contained in the file which they believe is inaccurate, incomplete or out of date.

Document Control

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