



## THIRD PARTY CONSENT FOR DISCLOSURE OF PERSONAL INFORMATION TO A MEMBER OF THE LEGISLATIVE ASSEMBLY (MLA)

### Member of the Legislative Assembly

MLA Name:

Phone:

### Individual Providing Consent

Name:

Address:

Email:

Phone:

*\*If the individual is unable to provide consent themselves, please attach proof of authority to act on their behalf*

### Individual making the request to the MLA on your behalf

Name:

Relationship:

### Issue(s)

Indicate **any** GNWT departments, offices, boards, agencies, etc. that may have information your MLA will need:

☐ Education, Culture and Employment ☐ Environment and Climate Change ☐ Infrastructure ☐ Finance ☐ Industry, Tourism and  
Investment ☐ Justice ☐ Municipal and Community Affairs ☐ NT Power Corporation ☐ Housing NWT ☐ WSCC ☐ Prosper NWT

**NON-HEALTH** related issues:

☐ Health and Social Services ☐ Hay River Health and Social Services Authority  
☐ Northwest Territories Health and Social Services Authority ☐ Tłıchq Community Services Agency

**HEALTH** related issues and medical records require a separate form, found here:

<https://www.hss.gov.nt.ca/en/services/accessing-correcting-personal-health-information>

☐ Other (please specify) \_\_\_\_\_

I consent to allowing the individual identified above act of my behalf and the MLA listed above and their staff to access my personal information as required to address the issue(s) identified above and in accordance with the *Access to Information and Protection of Privacy Act* and the rules and procedures of the Legislative Assembly, until the issue(s) are resolved, until I revoke my consent, or one year from the date of signing.

**NOTE:** This consent does not apply to information collected, used or disclosed under the Health Information Act.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## QUESTIONS REGARDING DISCLOSURE OF PERSONAL INFORMATION TO A MEMBER OF THE LEGISLATIVE ASSEMBLY

### When Should I use this form?

Under section 48(v) of the *Access to Information and Privacy Act*, the GNWT can release your personal information to an MLA to help you solve a problem. You should use this form if you are authorizing another person to request assistance from an MLA or their staff on your behalf and the MLA will need personal information about you to do so.

### If the MLA has to contact more than one GNWT department, office, board, agency etc. to address my problem, will I have to complete this form again?

You can use this form for more than one GNWT department, office, board, agency etc., but your MLA may want a new one if you want to add new issues. The MLA, or their staff, can help you complete this form to ensure you have listed the appropriate department, office, board, agency etc.

### What personal information will the GNWT be able to share with the MLA?

With your permission, the GNWT will only share the information about you needed to address your issues. For this reason, it is important to be as specific as possible on the form when describing your concerns. The MLA or their staff can help you/your representative identify the information they will need on this form.

### Will I be asked to fill out additional consent forms?

The consent you are providing on this form allows an MLA to access your information under the *Access to Information and Protection of Privacy Act*. It is possible that the information being requested is protected under other legislation such as the *Health Information Act* and *Child and Family Services Act* and if this is the case, you may be asked to provide additional information or to fill out a separate form before the information can be released.

### What if the person I am assisting cannot provide consent themselves?

Under section 52(1) of the *Access to Information and Protection of Privacy Act* you can act on behalf of another person. For example, you may have power of attorney for someone or may be asking for information for a person who is a child. In these types of situations, you will need to provide proof of authority to show your MLA or their staff that you are authorized to act on behalf of that person.

### What is “proof of authority”?

Proof of authority is documentation that proves you have permission to provide consent to your MLA to access information about another person. Examples of proof of authority are a custody order, a power of attorney or a letter of authorization signed by that person. In the case of a minor, this could also include a birth certificate or passport.

Without a proof of authority, your MLA will not be able to access information about the person you are trying to assist.

**For more information about your rights and protections under the Northwest Territories’ *Access to Information and Protection of Privacy Act*, visit the GNWT Department of Justice website.**