

# Send a Thank You Note

District care providers work hard to keep our community healthy. We invite you to say **“Thank You”** to someone who has positively affected you. Remind them how valued they are. Even something as simple as a great conversation with one employee... we want to hear how someone made a difference!

Show them your appreciation by sharing a **“Thank You”** note.

1. Complete the form to share your story and say thanks.
2. The Nipissing Wellness Ontario Health Team [NW OHT] will review and contact the employee and their supervisor.
3. Notes will be reviewed and selected for sharing on our website/social media.

## Please, tell us your story.

**Who do you want to thank?** If you know, provide the healthcare/social services worker's name.

**Where/how did it happen?** (organization/clinic name)

**What are your words of THANKS?**

**What's your name?\*** (optional)

**How can we contact you (email/phone) to learn more about your story?** (optional)

Can we share your story?    Yes\*\*    No



\*Only first names will be visible when shared. Please don't disclose full names or other identifying information in your thank you note.

\*\*By selecting "Yes" and submitting this online form, you agree to the Nipissing Wellness Ontario Health Team collecting [NW OHT] and storing the information you submit, including your personal contact information, in accordance with our privacy policy and applicable laws. The NW OHT, or the organization where your healthcare worker works, may contact you with questions about your submission. To learn more, please read our privacy policy.

Your **"Thank You"** note may be chosen for sharing across NW OHT social channels unless you selected "No" at the end of the form.

## **We respect your privacy.**

Your privacy is very important. Accordingly, we have developed a policy to tell you how we collect, disclose and use personal information.

The following outlines our privacy policy.

- Before, or at the time of collecting personal information, we will identify the purposes for which information is being collected.
- We will collect and use personal information with the sole objective of fulfilling those purposes specified by us and for other compatible purposes, unless we obtain the consent of the individual concerned or as required by law.
- We will only retain personal information for as long as necessary for the fulfillment of those purposes.
- We will collect personal information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual concerned.
- Personal data should be relevant to the purposes for which it is to be used, and, to the extent necessary for those purposes, should be accurate, complete and up to date.
- We will protect personal information by reasonable security safeguards against loss or theft, as well as unauthorized access, disclosure, copying, use or modification.
- We will make information about our policies and practices relating to the management of personal information readily available.

We are committed to conducting our business in accordance with these principles to ensure that the confidentiality of personal information is protected and maintained.