# The Patented Medicine Prices Review Board's 2025-2026 Annual Report to Parliament

***Privacy Act***



Patented Medicine Prices Review Board

Conseil d'examen du prix des médicaments brevetés

Canada

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# Introduction

The Patented Medicine Prices Review Board (PMPRB, The Board) is pleased to present to Parliament its annual report on the administration of the *Privacy Act* services, in accordance with section 72 of the *Privacy Act*. The report describes activities that support compliance with this law for the fiscal year beginning April 1, 2025, and ending March 31, 2026.

**Subsidiaries**

The PMPRB did not have any non-operational ("paper") subsidiaries during this reporting period.

## Purpose of the Privacy Act (PA)

The *Privacy Act* protects an individual's privacy by setting out provisions related to the collection, retention, accuracy, disposal, use and disclosure of personal information. It also gives Canadian citizens and permanent residents of Canada the right to access information about themselves held by the federal government, with certain specific and limited exceptions.

## About the PMPRB and its Mandate

The PMPRB is an independent quasi-judicial body established by Parliament in 1987 under the *Patent Act* (the Act). The Minister of Health is responsible for the pharmaceutical provisions of the Act as set out in sections 79 to 103. Although part of the Health Portfolio, the PMPRB carries out its mandate from the Minister of Health at arm's length. It also operated independently of other bodies, such as Health Canada, which approves drugs for safety and efficacy; federal, provincial, and territorial public drug plans, which have the responsibility for approving the listing of drugs on their respective formularies and determining price levels for the purpose of reimbursement; and the Common Drug Review, which provides listing recommendations based on cost-effectiveness to participating public drug plans.

Through its price review mandate, the PMPRB ensures that the prices of patented medicines sold in Canada are not excessive. Through its reporting mandate, the PMPRB issues an Annual Report with information on trends in pharmaceutical sales and pricing and on research and development (R&D) spending by Rights Holders.

# Organizational Structure

## Information Management (IM) and Access to Information and Privacy Group

Privacy requests are received and processed by the Access to Information and Privacy Analyst (ATIP Analyst), reporting to the Team Leader, Information Management and ATIP, who is responsible for reporting to the ATIP Coordinator, who in turn reports to the Chairperson of the Board on the

disposition of the requests. The ATIP Analyst is responsible for consultations with the applicants, other government institutions, third parties, legal services, and the Office of the Privacy Commissioner.

A processing structure for the receipt, review and retrieval of requests is established to ensure incoming requests are registered with the ATIP Analyst, tasked to the appropriate Branch for action, and receipt of acknowledgement is sent to the applicant. The documents relevant to the request are retrieved by the Branch and forwarded to the ATIP Analyst, who reviews and recommends severances, consults with Legal Services on accuracy and any potential issues, and forwards all documents to the Team Leader, IM and ATIP for approval, then to the ATIP Coordinator for final approval. Once approval is received, the ATIP Analyst prepares the documents and processes the information for dissemination within the prescribed timeframe.

The ATIP Analyst liaises and coordinates with the Treasury Board Secretariat (TBS), the Office of the Privacy Commissioner, and any other government department or agency. The Team Leader, Information Management and ATIP develops and maintains the corporate policies and practices related to access to information and privacy.

Service Agreements

The PMPRB was not party to any new or pre-existing service agreements under section 73.1 of the *Privacy Act* during the reporting period.

# Delegation Order

The Chairperson of the Board has delegated responsibilities associated with the administration of the *Privacy Act* to the Senior Director, Corporate Services and Chief Financial Officer. Privacy functions are administered within the Information Services Division, Corporate Services with the Senior Director serving as the Access to Information and Privacy Coordinator (Coordinator). The signed Delegation Order in effect on March 31, 2026 is included in Appendix A.

# Performance for 2025-2026

### Caseload and Carry Forward

In the 2025-2026 reporting year, the PMPRB received one privacy request, and no privacy requests were carried forward from the previous fiscal year. Privacy requests remain infrequent due to the nature of the PMPRB's mandate. Over the past five years, the PMPRB has received two privacy requests.

| Type of Requests | Carried Over | Received | Closed | Carry Forward |
|---|---|---|---|---|
| Privacy | 0 | 1 | 1 | 0 |
| **Total** | **0** | **1** | **1** | **0** |

The following section of the report includes an interpretation and explanation of the data in the PMPRB's Statistical Report, which summarizes Privacy-related activity between April 1, 2025, and March 31, 2026, and previous fiscal years.

## Key statistics by fiscal year

| Fiscal Year | Number of Requests Received | Number of Requests Carried Over | Total Caseload | Number of Requests Closed |
|---|---|---|---|---|
| 2021-2022 | 0 | 0 | 0 | 0 |
| 2022-2023 | 0 | 0 | 0 | 0 |
| 2023-2024 | 1 | 0 | 1 | 1 |
| 2024-2025 | 0 | 0 | 0 | 0 |
| 2025-2026 | 1 | 0 | 1 | 1 |

## Source of Requests under the Access to Information Act

The PMPRB received 1 formal privacy request during the reporting period.

| Source | Number of Requests |
|---|---|
| Business (Private Sector) | 0 |
| Public | 1 |
| Media | 0 |
| Organizations | 0 |
| Decline to Identify | 0 |
| Academia | 0 |
| Total | 1 |

## Processing Time for Requests

A total of one request was processed within the legislated timeline. No requests were completed beyond the legislated timeline.

- 1 request closed between 16 and 30 days
- 0 requests closed between 31 and 60 days
- 0 requests closed between 61 and 120 days
- 0 requests closed between 121 and 180 days

- 0 requests closed between 181 and 365 days
- 0 requests closed after 365 days

### Extensions

No extensions were invoked during the reporting period.

### Consultations Completed for Other Institutions

The PMPRB did not receive any consultation requests from other federal institutions during the reporting period.

### Dissemination of Completed Requests

Of the formal privacy requests completed during the reporting period, none resulted in full or partial disclosure. No requests were transferred or declined with the approval of the Office of the Privacy Commissioner. Records did not exist for 100% of completed requests, and there were no instances where the existence of records could be neither confirmed nor denied.

### Exemptions Invoked

No exemptions were invoked in the reporting period.

### Translation

No translations were required to respond to requests during the reporting period.

### Format of Information Released

No records were released during the reporting period.

## Training and Awareness

All existing and new PMPRB employees are required to complete the *Access to Information and Privacy Fundamentals (COR502)* course administered by the Canada School of Public Service (CSPS). The course provides employees with an understanding to be aware of the policies, procedures, and legal responsibilities associated with the *Privacy Act*.

No formal privacy training sessions were delivered to staff during the 2025-2026 fiscal year.

PMPRB employees with functional or delegated responsibilities under the *Privacy Act and Privacy Regulations* continue to complete specialized training required under the *Directive on Personal Information Requests and Correction of Personal Information*.

The ATIP Analyst attended quarterly ATIP community meetings hosted by Treasury Board of Canada Secretariat (TBS). Topics included the application of various provisions of the *Privacy Act*, privacy complaint processes, and other privacy management considerations.

The ATIP analyst attended working groups hosted by Granicus for the purposes of learning the use of AMANDA case management software.

# Policies, Guidelines and Procedures

No institution-specific policies, guidelines, or procedures were implemented during the reporting period.

The ATIP Group continues to work in collaboration with other government institutions to improve workflows, procedural guidelines, and optimizing review and approval processes.

# Monitoring Compliance

Monitoring activities are carried out on an ongoing basis by the ATIP Analyst and the Team Leader, Information Management and ATIP. Updates on operational activities and status of requests are provided on an as-needed basis.

# Initiatives and Projects to Improve Privacy

During 2025-2026, the PMPRB implemented the AMANDA case management system, with the platform going live in spring 2026. The adoption of AMANDA aligns the PMPRB with many federal institutions that use enterprise-level tools to support the administration of Access to Information and Privacy (ATIP) requests.

The implementation of AMANDA modernized and digitized key ATIP processes, supporting more efficient request management, enhanced record tracking, and improved reporting capabilities. The system is expected to reduce administrative burden, strengthen consistency in the review process, and support the timely administration of *Privacy Act* requests and reporting obligations.

# Summary of Key Issues and Actions Taken on Complaints and Audits

No complaints were filed with the Privacy Commissioner in the reporting period.

# Material Privacy Breaches

No material privacy breaches were reported to the Office of the Privacy Commissioner and to Treasury Board of Canada Secretariat (Privacy and Responsible Data Division) during the reporting period.

# Privacy Impact Assessments

The PMPRB did not complete any Privacy Impact Assessments (PIAs) during the 2025-2026 reporting period.

# Public Interest Disclosures

No disclosures were made under paragraph 8 (2)(m) of the *Privacy Act* during the 2025-2026 reporting period.

# Appendix A: Access to Information and Privacy Act

– Delegation Order

Patented Medicine Prices Review Board Canada
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**Access to Information Act and Privacy Act Delegation Order**

Pursuant to subsection 95(1) of the Access to Information Act (ATIA), R.S.C.C. A-1 and subsection 73(1) of the Privacy Act, R.S.C., 1985 c. P-21, as amended:

I, Thomas J. Digby, Chairperson of the Patented Medicine Prices Review Board, a government institution as listed in Schedule 1 (Section 3) of the Act, do herby authorize the Senior Director, Corporate Services and Chief Financial Officer of the Patented Medicine Prices Review Board to exercise, perform and to carry out the duties, functions, and powers of the Access to Information and Privacy Coordinator.

Dated, in Ottawa, in the Province of Ontario, this 25th day of November 2024.

E-SIGNED by Thomas Digby
on 2024-11-25 19:22:40 GMT

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**Thomas J. Digby**
Chairperson of the Board
Patented Medicine Prices Review Board

Government of Canada
Gouvernement du Canada