

Provincial Practitioner Credentialing and Privileging (C&P) System (CACTUS Software)

Terms of Use and Data Security

Since the move to a single provincial system for credentialing and privileging, medical staff applying for privileges with health authorities will use an online system to submit appointment and reappointment applications. The application interface, known as AppCentral, is part of a full suite of CACTUS Software for credentialing and privileging.

About the CACTUS terms of use

In order to submit an online application, practitioners will be asked to create a personal CACTUS account, which requires sign off on the software “terms of use” agreement. That agreement is between the individual practitioner as a “user” of the online system and the vendor CACTUS.

The CACTUS terms of use agreement has been reviewed and revised by legal experts to ensure it is suitable for use in British Columbia. Although CACTUS is based in Kansas, the BC system is housed on servers in the Kamloops Data Centre. No data will leave Canada, nor is data to be accessed by the vendor in the United States, except when escorted by BC MQI and then only for the purpose of required system maintenance.

Access to the information stored in the British Columbia instance of the CACTUS application is strictly controlled by a Security Access Model that governs who can access CACTUS data, for what purposes and under what circumstances. The Security Access Model was developed to meet Health Information Privacy and Security Standing Committee (HIPSSC) requirements, and was subject to rigorous scrutiny both through a privacy impact assessment and a security threat risk assessment.

Security and personal information

The first time a practitioner applies online in CACTUS, the system will save and pre-populate information for future reappointments. Core information (name, license details, CMPA membership and references) will be viewable to authorized people at any health authority to which to the practitioner submits an application. Other information, such as that relating to Department, is specific to the health authority providing privileges. This has been done to facilitate the process for those applying for privileges in more than one health authority, and save duplicate data entry. This use is covered under Sections 33.1(1)(e)(i) of the *Freedom of Information and Protection of Privacy Act* (FIPPA).

More information

Further enquiries about personal information and data security can be directed to support@bcmqi.ca.

- View the [CACTUS Software - AppCentral Terms of Use Agreement for BC](#). Practitioners enter this agreement as they set up a CACTUS user account. It is between the practitioner and the vendor (CACTUS), and it governs the use of the software. It does not apply to any data within the BC system.
- View the [C & P System – AppCentral Terms of Use](#). Practitioners enter this agreement as they open an application in AppCentral. It is between the practitioner and the licensee (PHSA / Provincial Practitioner Credentialing and Privileging (C&P) Program), and it governs use of AppCentral. It applies to privacy and security in the BC system.