

# Candidate Privacy Notice

## Use of Artificial Intelligence in Recruitment

### Overview

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Mayfair Diagnostics is committed to transparency in our hiring practices. As part of our recruitment process, we use an AI-assisted screening tool within our Dayforce Human Resources Information System, Recruitment Plus, to help our team review applications efficiently and fairly.

This notice explains how this technology works, what information it uses, and what it means for you as a candidate.

### What the AI Tool Does

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When you apply for an external position at Mayfair Diagnostics, our AI tool:

- Analyzes your resume and application materials alongside the job posting details. This includes:
  - Employment qualifications
  - Work history
  - Education
  - Skills
- Assigns a compatibility grade based on how well your application and resume matches the role requirements
- Presents this grade to our recruiters as one input among many in their review

The AI learns from Mayfair’s historical hiring patterns, including how past candidates have been assessed and moved through our recruitment process.

### What the AI Tool Does NOT Do

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- The AI does not make hiring decisions — all decisions are made by Mayfair’s recruitment team. No applicant is automatically rejected based solely on the AI-generated compatibility grade.
- Internal candidates (current Mayfair employees) are not graded by this system

### How We Reduce Bias

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Mayfair has configured the AI with the following safeguards to promote fair and equitable screening:

<b>Names removed</b>	Candidate names are excluded from the AI’s analysis to reduce implicit bias.
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<b>Experience cap</b>	Years of experience are capped at 10 years to reduce age-related bias.
<b>Location</b>	Location is assessed by proximity to the job only — no postal codes or specific addresses are used.
<b>Broad data</b>	Historical data from all candidates (not just those hired) is used to train the system.
<b>Human Oversight</b>	Recruiters review, can override, and may change, any AI-assigned grade

## Your Personal Information

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The information you submit in your application — including your resume, work history, and contact details — is collected and used in accordance with Alberta’s Personal Information Protection Act (PIPA) and Canada’s Personal Information Protection and Electronic Documents Act (PIPEDA).

Your information is used to:

- Assess your suitability for the role you have applied for
- Support AI-assisted compatibility grading as described above
- Communicate with you throughout the recruitment process

Personal information collected during the recruitment process is stored and processed in Canada and protected in accordance with applicable federal and provincial privacy legislation.

## Questions or Concerns

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If you have questions about how AI is used in our recruitment process, or wish to request more information about how your personal data is handled, please contact:

<a href="mailto:careers@radiology.ca"><u>careers@radiology.ca</u></a>	If you have questions about how the AI tool assessed your application.
<a href="mailto:privacy@radiology.ca"><u>privacy@radiology.ca</u></a>	If you have any concerns or questions about the use of your personal information.

<b>Effective Date</b>	June 15, 2026
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