

F47 : 8*8 4+ HI ' > 4: 7 %470+47(*, \$" A H*&19- ">89* 2 D.; .8.438, D*5&792*398, &3)
C42543*398 <.11:

@ I) *39.+> 9-* 5*78438 47 , 74: 58 4+ 5*78438 <-4 3**) &((*88 94 HI 94 (&77>
4: 99-* .7/4' +: 3(9.43;

@ I) *39.+> 9-* 9>5* 4+ HI 94 <-(- * &(- 5*7843 47 , 74: 5 3**) 8 &((*88, &8
<*11 &8 9-* (43).9.438 : 3)*7 <-(- 9-*> 3**) &((*88; &3)

81 1053D%L 900% BDC / TFMCID 00190145 MAGID 016 : 82809790 CID 01017 (MCI Dscs 478 MCC 2) T
&557457.&9* +47 9-* /4' 7*6: .7*2*398.

2. Workforce Member Access

: 8. E&(- (4397&(9 <.9- & B: 8.3*88 A884(.&9* 8-4: 1) (439&.3 8: B(. *39 9*728 &3) 574; .8.438 94 .) *39.+> 9-* 9>5* 4+ .3+472&9.43 3*(*88&7> +47 9-* &77&3, * 2*39.

@ Judicial and Administrative Proceedings. %* <.11.2.9 9-*) .8(148: 7* 4+ HI .3 /:).(.&1 &3) &) 2.3.897&9.; * 574(**) .3, 8 94 9-&9 *=57*881> &: 9-47.?) * &3) 84: , -9.3 (433*(9.43 <.9- 9-* 574(**) .3, . ("** 41.(>: Use and Disclosure of PHI Without Patient Authorization or Opportunity to Verbally Agree or Object)

@ Life Insurance Requests
! *6: *898 +47 .3+472&9.43 7*1&9.; * 94 &551>.3, +47 1.+* .38: 7&3(* 8-&11 ' * (4251*9*) .3 &((47)&3(* <.9- 9-* 85*(.A(&: 9-47.?&9.43. A8 & , *3*7&1 7: 1*, 9-* .3+472&9.43 574;.)*) <.11 .3(1:) *) .8(-&7, * 8: 2 2&7>, +&(* 8-* *9, -.8947> &3) 5->8.(&1 *=&2.3&9.43, : 31*88 85*(.A(.3+472&9.43 .8 8*9 +479- .3 9-* HIPAA Authorization for Use and/or Disclosure of PHI +472.

@ Disability Insurance Requests
! *6: *898 +47 .3+472&9.43 7*1&9*) 94 *89&' 1.8-.3, &) .8&' .19> 8-&11 ' * (4251*9*) .3 &((47)&3(* <.9- 9-* 85*(.A(A: 9-47.?&9.43. A8 & , *3*7&1 7: 1*, 9-* .3+472&9.43 574;.)*) <.11 .3(1:) *) .8(-&7, * 8: 2 2&7>, +&(* 8-* *9, -.8947> &3) 5->8.(&1 *=&2.3&9.43, : 31*88 85*(.A(.3+472&9.43 .8 8*9 +479- .3 9-* HIPAA Authorization for Use and/or Disclosure of PHI +472.

(. F47 343-74: 9.3* 47 343-7* (: 77.3,) .8(148: 7*8, \$" A H*&19- <.11:

@ D*; *145 7*&843&' 1* (7.9*7.& 94 1.2.9 9-* &24: 39 4+ HI) .8(148*) 94 9-* 2.3.2: 2 3*(*88&7> 94 &((4251.8- 9-* 5: 7548* 4+ 9-*) .8(148: 7*;

@ D*9*72.3* .+ & "1.2.9*))&9& 8*9" <.11 8*7; * 9-* .39*3*) 5: 7548* 4+ 9-* 7*6: *89;

@ \$8* 9-* (7.9*7.& 94 7*; . * < 9-* *8*) .8(148: 7*8 43 & (&8*-' >-(&8* ' &8.8; &3)

@ A11 343-74: 9.3*) .8(148: 7*8 8-4: 1) ' * -&3)1*) ' > 9-* &57457.&9* 2&3&, *7, .3 (438: 19&9.43 <.9- 9-* OB(* 4+ HI AA C4251.&3(* &8 3*(*88&7>.

4. Requests for PHI

\$" A H*&19- <.11.2.9 &3> 7*6: *89+47 HI +742 &349-* 7-*&19- (&7* 574;.)* 7, -*&19- 51&3 47 -*&19- (&7* (1*&7.3, -4: 8* 94 9-&9 <-.(- .8 7*&843&' 1> 3*(*88&7> 94 &((4251.8- 9-* 5: 7548* +47 <-.(- 9-* 7*6: *89.8 2&)* .H4<*; *7, 7*6: *898 2&)* +47 97*&92* 39 5: 7548*8 &7* 349 8: ' /*(9 94 9-* 2.3.2: 2 3*(*88&7> 89&3) &7).

&.

F47 74: 9.3* 47 7* (: 77.3, 7*6: *898, \$" A H*&19- <.11) *8(7.' * <-&9 .3+472&9.43 .8 7*&843&' 1> 3*(*88&7> +47 9-* 5: 7548* 4+ 9-* 7*6: *89 &3) 1.2.9 9-* 7*6: *89 +47 HI 94 9-&9 .3+472&9.43.

' .

F47 343-74: 9.3* 47 343-7* (: 77.3, 7*6: *898, \$" A H*&19- <.11) *; *145 7*&843&' 1* (7.9*7.& 94 1.2.9 9-* &24: 39 4+ HI 7*6: *89*) 94 9-* 2.3.2: 2 3*(*88&7> 94 &((4251.8- 9-* 5: 7548* 4+ 9-* 7*6: *89; &3) : 8* 9-* (7.9*7.& 94 7*; . * < 9-* *8* 7*6: *898

43 & (&8*- ' >-(&8* ' &8.8 94) *9*72.3* .+ & "1.2.9*) &9& 8*9" <.11 &((4251.8- 9- * 5: 7548* +47 <-. (- 9- * 7*6: *89 .8 2&) * +47 343-97* &92 *39 7*1&9*) 7*6: *898.

5. Entire Medical Record

\$" A H* &19- <.11.2.9 &3> 7*6: *89 +47 HI 94 9-&9 <-. (- .8 7* &843&' 1> 3* (*88&7> 94 &((4251.8- 9- * 5: 7548* +47 <-. (- 9- * 7*6: *89 .8 2&) * . H4 <*; *7, 7*6: *898 2&) * +47 97* &92 *39 5: 7548* 8 &7* 349 8: ' / * (9 94 9- * 2.3.2: 2 3* (*88&7> 89&3) &7) . \$" A H* &19- <.11 431> 7*1* &8* 9- * *39.7* 2*) . (&1 7* (47) .3 9-48* .389&3 (*8 <- *3 9- * *39.7* 2*) . (&1 7* (47) .8 /: 89.A*) &8 7* &843&' 1> 3* (*88&7> .

Original Policy No: HIPAA Privacy 006

A5574; &1 " ., 3&9: 7*8

Step Description	Approver	Date
	% .11.&2 G7*9*: C-. *+ L* , &1 C4: 38*1	10/2021
D.7* (947, HI AA	L.3)& H:)843: C-. *+ HI AA C4251.&3 (* OB (*7	10/2021

A551. (&' .1.9>

\$" A H* &19-, \$" A H* &19- C-.1) 7*3'8 & %42 *3'8 H485.9&1, \$" A H* &19- M.9 (- *11 C&3 (*7 I389.9: 9* , \$" A H* &19- ->8. (&3 E39*757.8* , \$" A H* &19- 74; .) *3 (*, \$" A H* &19- \$3.; *78.9> H485.9&1