



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 01017y (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. %\* <.11.1.2.9 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- <.11.1.2.9 &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- <.11.1.2.9 &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