

Name of Policy: Confidentiality of patient information

Policy Number: 3364-15-10

Approving Officer: President

Responsible Agent: Privacy Officer

Scope: Covered entities of the University of Toledo

Effective date:  
August 14, 2023

Original effective date:  
November 18, 2008

Keywords

## (D) Definitions for the purposes of UToledo HIPAA Privacy policies

- (1) Affiliate: a person or entity that performs certain functions or activities that involve the use or disclosure of protected health information on behalf of, or provides services to, a covered entity. A covered health care provider, health plan, or health care clearinghouse can be a business associate of another covered entity.
- (2) Breach means the acquisition, access, use, or disclosure of protected health information in a manner not permitted under HIPAA Privacy Rule which compromises the security or privacy of the PHI based on a risk assessment conducted by the UToledo privacy office.
- (3) Covered entity: a health plan, a healthcare clearinghouse or a healthcare provider who transmits any health information in an electronic form in connection with a transaction. See CFR 45 160.103 for the few statutory exemptions. See p 336415-01.
- (4) De-identification: in accordance with the HIPAA Privacy Rule, requires that the expert determination method be used or the following identifiers of the individual or of relatives, employers, or household members of the individual are removed:

- (q) medical record number;
  - (r) health plan beneficiary number;
  - (s) account number;
  - (t) certificate/license number;
  - (u) vehicle ID number and license plate;
  - (v) device identifier and serial number
  - (w) web universal resource locator (URLs);
  - (x) internet protocol address (IP address)
  - (y) biometric identifier, including finger and voice prints
  - (z) photographs; or
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(E) Procedure

All patient information that identifies or can be used to identify an individual is confidential and must be safeguarded.

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<p>Approved by:</p> <hr/> <p>Gregory Postel, MD President</p> <p>Date: August 14, 2023</p> <p>Review/revision completed by: x Compliance and Institutional Privacy Office</p>	<p>Policies superseded by this policy</p> <ul style="list-style-type: none"><li>x 01-063 Confidentiality of patient information (former Health Science Campus policy reviewed July 1, 2003)</li></ul> <p>Original effective date: November 18, 2008</p> <p>Review/revision date: June 27, 2016 February 18, 2020 August 14, 2023</p> <p>Next review date: August 14, 2023</p>
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