

ECA HIPAA Policy
(See BCBK, BE, CN, CNA and IDAE)

ECA

The service center shall comply with all applicable Health Insurance Portability and Accountability Act (HIPAA) provisions ensuring the confidentiality of protected health information.

Staff Training Required

The service center shall provide appropriate and timely professional development activities regarding HIPAA requirements.

Compliance Required

All staff shall abide by HIPAA requirements and maintain the confidentiality of protected health information. The service center shall provide notice to staff as required by law.

Approved: SCKESC Board of Directors 11/05/2008

**HEALTH RECORDS
(Request for Amendment Form)**

To: _____, the (_____ Service center) privacy official.

From: _____

Date: _____

I request that the service center make the following amendment to protected health information:

I would like the amendment made for the following reason(s):

* * * * *

Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.

Implemented: (adopt, date)

(Revise Date)

(_____ Service center)

**Adapt regulation for local use, remove from policy book
and distribute as necessary.**