

LEWIS AND CLARK INFORMATION EXCHANGE

Privacy And Confidentiality Standard

Index #006
Classification - Public

Background:

This Privacy and Confidentiality standard helps ensure data is used for the purposes of improving the health of patients.

Policy:

It is the purpose of this standard to provide an overall, comprehensive set of information security policies. This comprehensive set of policies will set the foundation for all other information security standards and policies.

Procedure:

- LACIE will disclose Personal Health Information (PHI) only for purposes of Treatment, Payment, and Operations as allowed under HIPAA and HITECH.
- LACIE utilizes strong encryption, user authentication, message integrity, and support for non-repudiation as security measures in compliance with applicable regulations. Data sent or received through an unsecured network, including a wireless network, must be protected by NIST's FIPS 140-2 standards and using FIPS 140-2 compliant encryption software.
- LACIE will maintain a list of all Authorized Users, contractors, sub-contractors, and business associates with access to Electronic PHI.
- LACIE will not sell or otherwise use PHI in such a way as to violate privacy or confidentiality.
- LACIE's staff and its Participants are prohibited from storing unencrypted PHI on personal computers, consumer devices, and removable storage media.
- LACIE will utilize Direct standard outlined by DirectTrust.org to transmit Electronic PHI between staff and clients

Approval:

Review:

- 03/25/2013 LACIE CAPS Committee

Revisions:

- V1: LACIE Compliance Team
- V2: Ryan Harper 3-25-2013
- V3: LACIE CAPS Committee 4-12-2013

Owner:

- LACIE CAPS Committee

Stakeholder(s):

- LACIE and Participants