HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

HIPAA Security Awareness

HIPAA Security Protects Electronic Patient Information

Maintain Good Computer Practices

- Never share passwords
- Clear your desk of Protected Health Information and lock or log off of your computer before walking away
- Turn monitors away from public view
- Never open suspicious emails or email attachments
- Use caution when visiting unfamiliar websites
- If you **must** send patient information in email to non-Crousemed.com addresses, use 'force secure' in the subject line to protect it.

HIPAA & Social Media Don't Mix

- Never share patient information on social media sites
- Never use personal cell phones or electronic devices to share patient information

Accessing Medical Records

- Access medical records for payment, treatment, and operations only
- Don't snoop – medical record activity is monitored
- Don't read your own medical records or the medical records of your family members, co-workers, friends, or neighbors.

Contact us to report abuse, ask a question or share a concern…

Compliance Officer: 315.766.1612

HIPAA Privacy Officer: 315.766.1612

HIPAA Security Officer: 315.766.1621

Anonymous Hotline: 315.479.5070, ext. 66107

Illegal use or disclosure of patient health information could result in disciplinary action, termination, and fines levied against CMP and/or CMP Staff.

Crouse
MEDICAL PRACTICE, PLLC

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