

THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS)
HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)
PROTECTED HEALTH INFORMATION (PHI)

*The **Privacy Rule** protects all "individually identifiable health information" held or transmitted by a covered entity or its business associate, in any form or media, whether electronic, paper, or oral. The Privacy Rule calls this information "**protected health information (PHI)**."*

- I. **Individually Identifiable Health Information:** "Individually Identifiable Health Information" is *information*, including *demographic data*, that relates to the following:
 - The individual's past, present or future physical or mental health or condition.
 - The provision of health care to the individual.
 - The past, present, or future payment for the provision of health care to the individual.
 - That identifies the individual or for which there is a reasonable basis to believe it can be used to identify the individual. Individually identifiable health information includes many common identifiers:
 - Name
 - Address
 - Birth date
 - Social Security Number

- II. **Electronic protected health information (ePHI):** HIPAA Security Rule applies to individual identifiable health information in *electronic form* or electronic protected health information (ePHI). It is intended to protect the following:
 - Confidentiality of ePHI when it is stored, maintained, or transmitted. "Confidentiality" to mean that ePHI is not available or disclosed to unauthorized persons.
 - Integrity of ePHI when it is stored, maintained, or transmitted. "Integrity" means that ePHI is not altered or destroyed in an unauthorized manner.
 - Availability of ePHI when it is stored, maintained, or transmitted. "Availability" means that ePHI is accessible and usable on demand by an authorized person.

- III. **Fail to comply with the Privacy Rule:** Covered entities that fail to comply with the Privacy Rule may be subject to both civil monetary penalties, criminal monetary penalties, and/or imprisonment.

- IV. **Privacy Officer:** Privacy officer is responsible for developing and implementing the organization's privacy policies and procedures in accordance to HHS. The privacy officer is the Business Manager.