Confidentiality/HIPAA

In compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA), it is the policy of the Health Information Technology Program at WITC to provide procedures for best practices for students to utilize. These procedures are to protect the privacy of consumers in compliance with federal and state laws governing the use and disclosure of Protected Health Information (PHI).

CONFIDENTIALITY GUIDELINES:

- Patient information obtained during HIT courses, learning experiences, or guest lectures is intended for educational purposes only. This information is to be discussed only during HIT class time.
- Patient's personal identifiers should not be used in class discussions or for in class writing assignments.
- Conversations where PHI is discussed shall occur only in HIT classrooms.
- If you are given a copy of PHI material, the student shall ensure that name, age, birthdate, address is not located on the copied material.
- If a classmate shares confidential information outside of these guidelines, notify the instructor.

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

- Federal law mandates the clinical agencies with which the Health Information Technology (HIT) program collaborates to be in compliance with HIPAA regulations. In most clinical agencies, first-time violators are typically not given a "second chance" and are immediately dismissed from their employment. HIT students providing client care are subject to the clinical agency's processes to address HIPAA violators.
- Violations of HIPAA regulations also constitute unsatisfactory clinical performance assessments related to professionalism and will result in dismissal of the clinical site (and failure of the course) in which the infraction occurred.
- Students must be adequately educated on HIPAA regulations and consequences of HIPAA violations. Content regarding HIPAA regulations is part of your Intro to the Health Record, Health Data Management and Healthcare Law & Ethics courses.