

The electronic medical record is defined as any form of patient information that is maintained electronically by an NMHC Clinical Information System Application (CIS). Individuals requesting Electronic Medical Record access need to have appropriate approval and documentation to ensure they have legitimate Need to Know. The form of approval and documentation vary based on the requester's role.

C. RESPONSIBILITIES

1. It is the approvers' responsibility to inform Information Services when the approved individual is terminated or moves to a role that does not have Need to Know.
2. All individuals who access the Electronic Medical Record are required to abide by the NMHC Privacy and Confidentiality Policy and signed Confidentiality Agreements.

I have read and agree to abide by the Privacy and Confidentiality Policy regarding the importance of maintaining security, privacy and confidentiality of all protected health information, information related to business operations, and other sensitive information. I understand that non-compliance with this policy may result in corrective action as determined to be appropriate. I agree to cooperate with any investigation regarding possible privacy breaches.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_