

CONFIDENTIALITY/HIPAA STATEMENT

Rehabilitation Hospital of Indiana complies with HIPAA regulations, which state that all patients, employees and volunteers have the right to have the confidentiality of their Protected Health Information, which can include medical, financial, personal and other information, records, data, etc., protected from unauthorized viewing, use and disclosure. We further believe that all employees of the hospital must have the same right of confidentiality regarding their personal data, records and information, and that Hospital information must be safeguarded as well.

In order to safeguard these rights, employees, volunteers, and students may only look at, use or disclose patient, employee or hospital information only for reasons necessary to the performance of their duties. Any unauthorized viewing, use or disclosure of such information will provide grounds for termination of employment or volunteer/student affiliation. When in doubt as to whether or not information is considered to be Protected Health Information and/or considered confidential, you understand that it is your responsibility to discuss the matter with your supervisor before a violation occurs.

I acknowledge being informed of this Statement concerning confidential information and its treatment and agree to adhere to and uphold the expectations of this Statement.

Employee, Volunteer, Student Name		Social Security Number	
Department Number	Department Name		