

Notice of Policy/Form/NPP Updates

Please pass on this email to your clinic managers and others in your area who are involved with protected health information.

HIPAA policies, forms, and the NPP are updated as laws change, as University practices change, and in response to clinic needs. I generally send an email to the HCC list when updates are posted. However, ultimately, it is each area's responsibility to be sure it is relying on current policies, using current forms, and displaying and using the current Notice of Privacy Practices. At the suggestion of one HCC, the list of HIPAA policies was updated in the spring to include the last revision date of each policy, so it is a quick process to scan the list and compare form dates.

-Please regularly check to ensure your area is using current HIPAA forms. The forms are on the HIPAA website (<http://www.ouhsc.edu/hipaa/forms-clinics.asp>).

-Please regularly check to ensure your area is displaying and using the current NPP. The NPP is on the HIPAA website (<http://www.ouhsc.edu/hipaa/>).

Since January of this year, the following forms and policies have been **updated**. You have received notices about some of these, so it is likely that you are already using the updated versions. Please take a few minutes to verify that, however.

Authorization to Release/Request for an Individual's Health Information/Treatment and Education Records (Rev 4/2012)

Authorization to Release/Request an Individual's Health Information/Treatment and Education Records (Goddard) (Rev 1/2012)

Athletics Department

- [Authorization to Release/Request for an Individual's health Information/Treatment and Education Records \(Rev 1/2012\)](#)
- [Authorization Form To and By the Athletics Department \(Rev 2/2012\)](#)

The Business Associate agreements have been revised.

In addition, two **new forms** have been added:

Authorization for Release/Use of Protected Health Information Videotape/Electronic Images (Rev 1/2012)

Authorization for Release/Use of Protected Health Information Videotape/Electronic Images - Minors (Rev 1/2012)

Finally, the following policies have been updated or added:

Definitions; Accounting of Disclosures; and Research (new)

If you have questions about any HIPAA policies or forms, please contact me. Thank you for your assistance in the University's HIPAA compliance program.