

Title: Patient Confidentiality and Privacy	Document Reference Number: 5748
Site(s): Jupiter Medical Center, Inc.	Type: Department Specific
Owner: Shannon Bonsell (Clinical Nutrition Manager)	Department(s): Clinical Nutrition, Dietary and Nutrition Services
Next Review Due Date: 04/22/2025	Date Approved: 04/22/2022

Policy Statement

All efforts shall be made to maintain the highest level of confidentiality in accordance with Hospital policy.

Purpose

To ensure that all patient information and knowledge regarding patients (i.e. diagnosis, medical condition, psychiatric status, personal information) is held in the strictest confidence.

Scope

Food and Nutrition Services

Definitions

- HIPAA = Health Insurance Portability and Accountability Act

Policy

- A. All personnel shall be oriented and trained regarding the need for and importance of patient confidentiality. The orientation and training will be addressed on both Hospital and departmental levels. Adherence to the patient confidentiality policy will be evaluated through the performance review process.
- B. Access to confidential patient information should be held to a minimum, as required by the position.
- C. The Hospital policy on proper disposal of confidential patient information will be followed (any paperwork with patient information on it will be shredded).
- D. All Managers will be aware of HIPAA standards and how Jupiter Medical Center implements the standards.

Related Documents

None

References

None

Approved by: Julia Click (VP Chief HR Officer), Nancy Markakis (Contract Director)	Approve Date: 04/22/2022
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