



HIPAA COMPLIANT



What information is protected?

The HIPAA Privacy Rule protects all individually identifiable health information that is held or transmitted by a covered entity or a business associate. This is referred to as **Protected Health Information (PHI)**. PHI can be held in any form, including digital, paper or oral.

What is considered Protected Health Information (PHI) under HIPAA?

- name, address, birth date, and Social Security number
- an individual's physical or mental health condition
- any care provided to an individual
- information concerning the payment for the care provided to the individual that identifies the patient, or information for which there is a reasonable basis to believe could be used to identify the patient.

So, what does this mean for Cope Plastics?

Cope Plastics, a covered entity under HIPAA Law, MAY NOT use or disclose Protected Health Information (PHI) unless a patient (employee) authorizes its disclosure in writing.



In other words, DO NOT share or speak of an employee's Protected Health Information (PHI) without their written permission.

The HIPAA Privacy Rule **does not** consider employment records -- including information about education, as well as other records subject to or defined in the Family Educational Rights and Privacy Act (FERPA) -- as Protected Health Information (PHI).