

	Ethics & Compliance Department	
	Policy No.: 53	Created: 01/2018
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	Revised:	

HIPAA: DEFINITION OF APPROPRIATE ACCESS

SCOPE:

All Envision Healthcare teammates. For purposes of this policy, all references to “teammate” or “teammates” include temporary, part-time and full-time employees, independent contractors, clinicians, officers and directors.

PURPOSE:

Envision Healthcare Operating, Inc. and its subsidiaries and affiliates (“Envision” or “the Company”) has adopted this Definition of Appropriate Access policy to define appropriate access levels to the medical record and all related PHI.

POLICY:

- A) Access to information in the possession of or under the control of the Company must be provided based on the “need to know” in order to perform their job duties. Accordingly, the Company has established access controls that will restrict access to health information to those employees who have a business need to access it.
- B) Business associates will be given access to PHI and/or PHI will be disclosed to them only when there is a legitimate business need for the information and a Business Associate Agreement has been executed.
- C) Teammates and business associates must not attempt to access PHI unless they have been granted appropriate access rights and have a clear business reason to do so.

POLICY REVIEW

The Ethics & Compliance Department will review and update this Policy, when necessary, in the normal course of its review of the Company’s Ethics & Compliance Program.