

	Ethics & Compliance Department	
	Policy No.: 56	Created: 01/2018
		Reviewed: 09/2024
	Revised:	

HIPAA: TEAMMATE 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 Teammate Access policy to inform teammates that, while some teammates may have access to their own computerized medical records, all should be aware they must follow established patient procedures for access.

POLICY:

Company teammates who are also patients are required to comply with the same policies and follow the same procedures as all other patients related to accessing and amending their medical record. They may *not* use the privileges associated with their position to view their own medical records or related PHI, including billing records, or the records of family or friends.

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.