Patient Information Protection

Protection of Client Records
Students will adhere to the regulations as stated by Health Insurance Portability and Accountability Act (HIPAA) 1996. Information provided on paper or electronic medium are not to be removed from any client care area/clinical agency nor taken to any area of public access. Names of clients may not be disclosed outside the clinical work area. No information with HIPPA protected patient identifiers may be shared within the class, with faculty, peers or anyone outside the agency. Students may not duplicate any information from the patient’s chart.

Clinical Computer Use
In most settings, students will be able to access information from the institutional computer concerning patients. Only information needed for clinical practice and education is to be accessed. Patient information accessed through the chart or agency computer system is confidential. It is the responsibility of professionals to keep this information confidential.

Students are required to sign a “Confidentiality Agreement” annually. Data entry is to be supervised by either nursing faculty, or authorized nursing personnel.

If a student is employed by an agency that also serves as an assigned clinical site, the student is not to use their employee sign-on while functioning as a Saint Luke’s College student. If unclear about computer privileges the student is to consult with the faculty prior to signing on to computer resources during the clinical day.