

The following is provided in an effort to assist you in developing an office policy for the confidentiality of medical records.

Note: This does not represent legal advice. Federal regulations and laws of individual states should be evaluated to ensure compliance.

Confidentiality of Medical Records Policy

1. Unless its release is authorized by the patient or compelled by law, all information about the patient gathered by the practitioner as any part of the practitioner/patient relationship is kept confidential.
2. If the office utilizes computerized patient records, policies and procedures are in place to address data security, privacy, and confidentiality in conformance with state law.
3. The office will safeguard the information in the medical record against loss, tampering, or use by unauthorized persons.