

C h a n & C h e n O r t h o d o n t i c s

P A T I E N T E M A I L E N C R Y P T I O N P O L I C Y

The Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) recommends that E-mail that contains Protected Health Information (PHI) be encrypted. This document states that all electronic communication sent from Chan & Chen Orthodontics will be sent securely in accordance with HIPAA and other related standards. Electronic communication includes, but is not limited to, E-Mail, Voice Mail, File Transfers and other forms of transmitting electronic data. All Personnel must comply with the HIPAA protocols put in place for the safety and security of all PHI. A Data Security plan was put into effect to ensure the integrity and security of all information obtained by the Practice.

HIPAA was put in place in 1996 to protect all patients regarding health needs. Revisions were put in place in 2003 to protect data being electronically transferred. It was the first privacy act to be put in place to for the protection of all patients’ personal and health information. Due to the increase in data breaches across the World, HIPAA created more strict guidelines which will hold the Practice liable for the lack of security.

Example of Protected Health Information

- Patient’s Name, Address, Date of Birth, Social Security Number
- Patients Physical or Mental Health Condition
- Any care provided to a Patient
- Patient Payment Information
- Any information that can be used to identify a Patient

A patient can request to have their PHI sent via an unencrypted source but, by doing so, will void any promise of security of this information. This is not something that the Practice suggests as unsecure data transfers can be dangerous.