

Privacy Matters



The Health PEI Privacy and Protection of Personal Health Information policy requires staff to limit access to only the **MINIMUM** amount of Personal Health Information necessary. In other words, you may have a valid reason to access a patient's electronic chart, but you must limit that access to the tabs that will meet the need. For example, let's say administrative support has been asked to print the most recent laboratory results for the physician prior to an outpatient clinic visit; in that case, it would be appropriate for the staff member to access the Results Review and Lab tabs but not the Med List or Documents tabs. This policy is based on the *Health Information Act* (HINT: the law!), so please take a few minutes to review it and ensure you know and understand your responsibilities.

Remember, we are ALL responsible for protecting the privacy of Health PEI patients!