

Computer Access & Confidentiality Agreement

I understand that my login ID is the equivalent of my legal signature, and I will be accountable for all representations made at log in and for all work done under my login ID. I understand that the electronic data and information stored in the computer systems are confidential patient, financial, organizational, and practitioner data or information and I must treat them with the same care as data and information in the paper records.

I agree to respect and abide by all federal, state and local laws pertaining to the confidentiality of identifiable medical, personal and financial information obtained. I agree to adhere to all policies and procedures adopted to comply with the Health Insurance Portability and Accountability Act (HIPAA) governing the privacy, security and use of protected health information. I will agree to amend this Agreement or any separate agreement governing the exchange of demographic, insurance and billing information, as needed, to comply with such rules.

I will not access data for which I have no patient care or peer review responsibilities as defined in the Medical Staff bylaws and/or rules and regulations of the hospital(s) at which I have privileges.

If I believe someone has compromised or broken the security of my login ID and password, I will immediately contact the Department of Information Technology at 354-2280 to have my password changed.

I understand that the misuse of my access to the computer systems of Methodist Health System hospitals, or of confidential information obtained, may subject me to disciplinary action and immediate termination of this Agreement. I may also face further disciplinary action in accordance with the Medical Staff bylaws and/or rules and regulations of the hospital(s) at which I have privileges, up to and including termination of my medical staff membership and privileges.

I understand that state and federal laws protect the confidentiality of this information and that I will be personally liable for any breach of these duties and may also be held criminally liable under the HIPAA privacy regulations for intentional and malicious release of identifiable health information.

☐ I Accept ☐ I do not accept