
VERIFICATION OF PERSONS REQUESTING USE OR DISCLOSURE OF HEALTH INFORMATION

The Medical Center takes the steps reasonably necessary to verify the identity and legal authority of any person requesting access or disclosure to health information, if such person is not known to the staff or physician responding to the request.

No verification is required from a member of the public asking for information contained in the patient directory or from a person who the patient has identified as assisting them in their care.

In verifying the identity of an individual, Medical Center staff will request one primary form of ID that contains both a signature and a recent photograph on the same document, or two secondary forms of ID that contain a signature such as a student ID card, employee ID card, valid credit card. Verification of only a social security card is not considered an acceptable form of identification.

If a disclosure is requested in circumstances where there is a threat to an individual's health or safety, the staff and physician may disclose health information after determining the disclosure is necessary to prevent or lessen such threat, to the minimum extent necessary, and the requestor is reasonably able to prevent or lessen such threat.