Using and Disclosing PHI

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<th>Policy: 4.8</th>
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<td>Disclosing Protected Health Information to Media</td>
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References: [http://www.hhs.gov/ocr/hipaa](http://www.hhs.gov/ocr/hipaa)
TTUHSC El Paso HIPAA Website: [http://elpaso.ttuhsc.edu/hipaa/](http://elpaso.ttuhsc.edu/hipaa/)

**Policy Statement**

It is the policy of Texas Tech University Health Sciences Center El Paso (TTUHSC El Paso) to secure confidentiality of protected health information (PHI) released regarding requests for patient information from the media.

**Scope**

This policy applies to all PHI maintained by TTUHSC El Paso.

**Definitions**

Refer to HPP 1.1 for Glossary of HIPAA Terms.

See [Old/New HIPAA Policy Number Cross Reference Chart](http://elpaso.ttuhsc.edu/hipaa/).

**Policy**

Media access to TTUHSC El Paso facilities is coordinated through the Office of Institutional Advancement (IA)’s External Communications unit. Media requests to use patient images or other PHI are made to the Associate Managing Director for Institutional Advancement and Institutional Privacy Officer. Patients must grant authorization via Consent and Release to Use form (OP 52.15). In the event news media are granted access into patient areas by TTUHSC El Paso, the Office of Institutional Advancement and the TTUHSC El Paso Institutional Privacy Officer or his/her designee will accompany the news media representative(s) through the patient areas to monitor patient privacy issues.

Knowledge of a violation or potential violation of this policy must be reported directly to the Institutional Privacy Officer or to the employee Compliance Hotline at (866) 294-9352 or [www.ethicspoint.com](http://www.ethicspoint.com) under the Texas Tech University System.

**Frequency of Review**

The TTUHSC El Paso Privacy and Security Committee has authority for HIPAA policy approval.

Questions regarding this policy may be addressed to the Institutional Privacy Officer or the Institutional Compliance Officer.
The policy may be amended or terminated at any time.

Review Date: July 6, 2017

Revision Date: July 18, 2017