

## Good Samaritan Health & Wellness Center

### Policies and Procedures

Subject: Accessing, Using, and Disclosing Health Center Patient Pharmaceutical Information	Policy #: 6.29
Prepared by: Michelle Menard	Revision #: 1
Approved by: Board of Directors	Effective Date: 11/23/2016

## 6.29 Accessing, Using and Disclosing Health Center Patient Pharmaceutical Information

**OBJECTIVE:** To ensure all Good Samaritan Health & Wellness Center providers, staff and volunteers comply with their duty under federal and state laws, regulations, rules and policies to appropriately safeguard and protect the privacy and confidentiality of patients' pharmaceutical information.

### **POLICY:**

- A. Staff may only access, use or disclose patient pharmaceutical information in accordance with the HIPAA Privacy Rule, which is codified at 45 C.F.R. Part 164.**

GSHWC staff are permitted to use or disclose patient pharmaceutical information as follows:

- to the individual;
- for treatment, payment, or health care operations as permitted by the HIPAA Privacy Rule;
- incident to use or disclose otherwise permitted or required, provided that applicable requirements are complied with respect to such otherwise permitted use or disclosure;
- pursuant to and in compliance with a valid authorization;
- pursuant to an agreement or as permitted by an individual;
- as otherwise permitted by and in compliance with the HIPAA Privacy rule, including as required by law, for public health activities, for disclosures involving victims of abuse or domestic violence, for health oversight activities, for judicial and administrative proceedings, for law enforcement purposes, about decedents to coroners or medical examiners and funeral directors, for organ or tissue donation, for research when permitted by the HIPAA Privacy Rule, in a limited data set, for fundraising as permitted by the HIPAA Privacy rule, and for underwriting and related purposes.

- B. The Georgia Prescription Drug Monitoring Program is a program that records, maintains, and reviews electronic prescription information resulting from the dispensing of Schedule II, III, IV and V controlled substances.**

A GSHWC provider who requests from and is authorized by the Georgia Drugs and Narcotics Agency to access a patient's prescription information may only utilize such prescription information for the sole purpose of providing medical or pharmaceutical care to the patient or to a delegate of the provider authorized to prescribe or dispense controlled substances.

- C. The Georgia State Board of Pharmacy is a board that is responsible for the regulation of pharmacists and pharmacies in Georgia.**

GSHWC pharmacists shall not engage in any conduct in the practice of pharmacy or in the operation of a pharmacy which tends to reduce the public confidence in the ability and integrity of the profession of pharmacy. Confidential prescription information may only be released to the patient, to the patient's designee, or to those practitioners and other pharmacists where, in the pharmacist's professional judgement, such release is necessary to protect the patient's health and wellbeing; and to such other persons or government agencies authorized by law to receive such confidential prescription information.

- D. Disciplinary Action for Policy Violation**

GSHWC is committed to undertaking appropriate disciplinary action to address a staff member's inappropriate access, use or disclosure of patient pharmaceutical information. Failure to comply with this policy may result in, but is not limited to, the following: suspension, termination of employment, reporting to an applicable governing agency (i.e., Office of Civil rights, Georgia Drugs and Narcotics Agency, Georgia State Board of Pharmacy), and legal proceedings.