



# NORTHAMPTON COUNTY

## Department of EMERGENCY MEDICAL SERVICES



### STANDARD OPERATING GUIDELINES

<b>TOPIC:</b> HIPAA Training	<b>SOG #:</b> 2.22.1
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<b>Status:</b> ACTIVE	<b>Written:</b> 03/28/2003
<b>Written by:</b> Hollye B. Carpenter	<b>Revised:</b> 01/01/2013
<b>Approved by:</b> Hollye B. Carpenter	<b>Adopted:</b> 01/01/2013

<b>Name:</b>	<b>Hire Date:</b>
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Description	Date Completed	Employee Initials	Officer Initials
Policy on Privacy Training			
Explanation of Protected Health Information			
Notice of Privacy Practices			
Policy on Security, Levels of Access and Limiting Disclosure and Use of PHI			
Job Responsibilities – Related to Patient Privacy			
Privacy Officer – Job Description and Responsibilities			
Policy on Medical Records of Employees			
Sanctions and Penalties			
Privacy Matters – JEMS article – November 2002			
Policy on Confidentiality and Dissemination of Patient Information and Staff Member Verification			