

HSCC 330 Legal and Legislative Aspects of Health Care

Confidentiality and Documentation

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Confidentiality/Documentation 1

Objectives

- Upon completion of this section, the student should be able to:
 - Define the purposes of patient records
 - Define patient confidentiality
 - Identify the situations where patient information may be released
 - Identify the consequences of violating confidentiality
 - Identify documentation guidelines

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Patient Confidentiality

- Medical information about a patient will not be shared with a third party without consent of the patient unless a legitimate legal or medical reason exists
- Nondisclosure of private information provided by the patient or patient's family

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Purposes of Patient Records

- Document patient contact
- Communication
- Billing
- QA/QI committees
- Statistical data
- Assist law enforcement
- Helpful to attorneys

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Releasing Patient Information

- Patient consent
- Medical necessity
- Billing and insurance purposes
- Subpoena
- Mandatory reporting statutes
- QA/QI review
- Law enforcement

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Sharing Patient Information With Colleagues

- Part of human nature
- Emotional release
- Educational value

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Photographs and Privacy

- Photos should not be taken without consent
- Invasion of privacy

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Consequences of Violating Confidentiality

- Civil litigation and administrative action
- Civil suits
 - breach of confidentiality
 - defamation
 - invasion of privacy
 - negligence

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Confidentiality Guidelines

- Use caution:
 - Third party
 - Views and morals
 - Financial information
 - Phone calls
 - Medical charts
 - Insurance reports

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Documentation

- Good documentation
 - continuity of care
 - protects us
 - financial reimbursement
 - credibility
- Run report functions
 - memory refresher
 - documentation of events

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Documentation Guidelines

• Legible	• Chronological order
• Correct spelling	• Plan: CHART/SOAP
• Standard abbreviations	• No omissions
• Correct grammar/punctuation	• Clear picture
• Detail	• Quotations
• Objective	• Proofread
	• Corrections

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In conclusion. . .

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