

Confidential Information Guidelines

To ensure patient privacy, the Health Insurance Portability and Accountability Act (HIPAA) requires any facility that provides patient information to an outside company or organization consider that company or organization a “business associate” of the facility. Protected Health Information is any information that could identify a patient such as: name, birth date, phone number, etc.

To be in compliance with the Health Insurance Portability and Accountability Act and to honor the relationships built with our Demonstration Sites, National AMBUCS™, Inc. has drafted these guidelines to follow when dealing with information provided by a facility for the purpose of providing a child with an AmTryke® therapeutic tricycle.

- All Protected Health Information will be held confidentially and used or further disclosed only as required by law or for the purpose of providing an AmTryke® therapeutic tricycle.
- Use appropriate safeguards to prevent use or disclosure of the Protected Health Information to unauthorized persons.
- Keep all forms, i.e. request, assessment, and liability waiver, received relating to the use and disclosure of the Protected Health Information on file to be able to account for uses and disclosures.