

## A Word About Patient Privacy

*From the Desk of Karen Galloway,  
Hoosier Uplands Home Health and  
Hospice Assistant Director*

The federal privacy regulations known as HIPAA (Health Insurance Portability and Accountability Act of 1996) require that agencies protect all health information that they might have that identifies an individual. This, of course, includes the patient's name, address, and social security number but also includes identifying information like the patient's birthdate, telephone number, fax number, email address, medical record numbers, account numbers, license/certificate numbers, license plate number or vehicle identifier numbers, internet/URL identifiers, admission/discharge dates, finger/voice prints, and photograph. In other words, anything that is a unique identifying number, characteristic or code.

Hoosier Uplands Home Health Care and Hospice has developed policies and procedures to protect the privacy of all health information that we receive or maintain. We will make reasonable efforts to limit access to protected health information to the minimum necessary to accomplish the intended purpose of the use, disclosure or request. The staff are granted access to protected health information only if that information is required for their job duties. Patients' protected health information can be used for treatment, payment, and operations only. Any other uses require written authorization from the patient. Disciplinary action may result if any staff member fails to appropriately use or safeguard a patient's protected health information.



### *Patients have 5 rights mandated in the privacy regulations. These are:*

- The right to a copy of the agency's Notice of Privacy Practices.
- The right to request restrictions on the use and disclosure of their protected health information.
- The right to obtain access to their protected health information for inspection and copying.
- The right to an accounting of disclosures made for any other purpose other than for treatment, payment or healthcare operations.
- The right to request amendments to their protected health information.

Hoosier Uplands Home Health Care and Hospice has appointed, Karen Galloway, RN, Privacy Officer to monitor and oversee our Privacy Policy enforcement. Any questions can be directed to the Privacy Officer.

## Employee Spotlight...

### *Ruth Bell, A Special Kind of Employee*

Many times retirement doesn't mean sitting at home with nothing to do...at least it doesn't for one of Hoosier Uplands Home Health employees Ruth Bell.



Ruth retired after 23 years in private industry in 1991. She worked for Stratton and Terstegge, Kentucky Metals, and Kimball Manufacturing, always keeping on-the-go even in her "off" time. September 1993, she decided to come out of retirement and join the staff of Hoosier Uplands, where she is currently the Home Health Filing Clerk.

Ruth always has a smile and a kind word. She truly is an asset to the office at Hoosier Uplands Health Care Division!

Ruth resides in Campbellsburg, with her husband Doyle. She beams while discussing her three children, six grandchildren, and four great-grandchildren, obviously her pride and joy.

## Medicaid Patients Can Obtain Home Health Services through a Prior Approval Process

Skilled services and home health aide services can be requested with doctor's orders. Medicaid waiver can assist with respite services of nurses or home care aides to provide relief to caregivers from 24 hour care. For more information pertaining to Medicaid and respite services call:



## HOOSIER UPLANDS HOME HEALTH and HOSPICE

**1-800-827-2219 or 812-849-4447**