

STAYING HIPAA COMPLIANT

BEST PRACTICES FOR PHARMACY TECHS

1

FAMILIARIZE YOURSELF WITH HIPAA POLICIES AND PROCEDURES

DON'T SHARE YOUR USER ID OR PASSWORD

2

3

LOG OFF THE COMPUTER BEFORE WALKING AWAY

KEEP THE COMPUTER SCREEN PRIVATE

4

5

ONLY DISCLOSE THE MINIMUM PHI NECESSARY

DISPOSE OF PHI PROPERLY

6

7

DON'T ASSSSUME IT'S OK TO TALK IN FRONT OF FAMILY MEMBERS