

NORTHCARE NETWORK

POLICY TITLE: Release of Medical Records	CATEGORY: Information Management	
EFFECTIVE DATE: 9/11/24	BOARD APPROVAL DATE: 9/11/24	
REVIEW DATE: N/A New Policy	REVISION(S) TO POLICY STATEMENT: <input type="checkbox"/> Yes <input type="checkbox"/> No	OTHER REVISION(S): <input type="checkbox"/> Yes <input type="checkbox"/> No
RESPONSIBLE PARTY: Chief Information Officer	CEO APPROVAL DATE: 8/8/24 Megan Rooney, CEO	

APPLIES TO

NorthCare Network Personnel

POLICY

Upon request and with appropriate consent to release, as applicable under state and federal regulations, NorthCare Network will only release documentation from the electronic health record which is generated by NorthCare Network in their official capacity as a managed care entity. Examples of records that NorthCare Network would release are continuing stay review determinations for inpatient psychiatric and substance use disorder services.

PURPOSE

To ensure NorthCare staff are aware of the limitations for disclosure of records in the electronic health record system.

DEFINITIONS:

N/A

REFERENCES

- Legal Health Record Policy
- Designated Record Set Policy
- HIPAA Privacy Rule - 45 CFR Part 160 and Subparts A and E of Part 164

HISTORY

NEW POLICY: 9/11/24

REVISION DATE: N/A

REVIEW DATE: N/A

CEO APPROVAL DATE: 8/8/24

BOARD APPROVAL DATE: 9/11/24

PROCEDURE:

N/A