



**\*\*\* PARAMEDIC ALERT \*\*\***

**No. 2009-06**

Topic: BREACH OF PROTECTED HEALTH INFORMATION

Effective: Immediately

Attention: **All EDC EMS Providers**

In the event that Protected Health Information (PHI) is accidentally breached (i.e., PCR lost, or left in a clip board, etc.) a breach notification letter shall be either mailed or emailed to the patient by the provider. This breach notification letter must be sent within 60 days of the breach and shall include: when the breach occurred, how the breach occurred, what PHI was breached, and if applicable, how the breached information was recovered. A copy of this letter must also be sent to the EMS Agency within 60 days of the breach.

Failure to comply with this requirement could result in serious fines and penalties levied by the federal government.