

PRIVACY POLICY

The privacy of our campers, camper families, and staff is of utmost importance. The medical records used and produced during the week of camp are considered private and confidential.

- The **executive director, program manager, camp director, camp Physician/ARNP, medical director**, and **lead medical staff** are the only individuals with access to all camper health records.
- **Primary cabin medical staff** and **counselors** have access to the medical records of the campers in their cabin, and may share information about treatment with the individuals outlined above. In cases needing consult, cabin medical staff may share *medically relevant* information about their cabin members with other medical staff.

Cabin counseling staff and primary cabin medical staff should not share any medical information, including psychological/social records, with any other counseling staff members. Conversations about sensitive medical issues relating to campers should be held in private, outside of the hearing of other staff members and campers.

Camp Leo complies with HIPAA Privacy Rule standards, which protects the privacy of individually identifiable health information; the HIPAA Security Rule, which sets national standards for the security of electronic protected health information; the HIPAA Breach Notification Rule, which requires covered entities and business associates to provide notification following a breach of unsecured protected health information; and the confidentiality provisions of the Patient Safety Rule, which protect identifiable information being used to analyze patient safety events and improve patient safety.

I agree to comply with this policy.