

**UNIVERSITY OF MAINE SYSTEM
HIPAA POLICY #9
PRIVACY SAFEGUARDS**

I. General

A Covered Component must have in place appropriate administrative, technical and physical safeguards to protect the privacy and security of PHI.

- A. A Covered Component must reasonably safeguard PHI from any intentional or unintentional use or disclosure that is in violation of the standards, implementation specifications or other requirements of the Privacy Rule.
- B. A Covered Component must reasonably safeguard PHI to limit incidental uses or disclosures made pursuant to an otherwise permitted or required use or disclosure.
- C. A Covered Component may not disclose PHI to other parts of the University outside the Covered Component, except as otherwise permitted or required by law.
- D. University personnel who perform services for a Covered Component and for other components of the University must not use or disclose PHI created or received in the course of or incident to their work for the Covered Component to other components of the University and must use their best efforts to segregate the PHI.

Revised 02/05/2010