



Oklahoma State University

Title: Security Standards: General Rules	Policy #: SEC-00.03
Category: HIPAA Compliance	Authority: 45 CFR § HIPAA SECTION: 164.306(a)
Standard: Security Standards for the protection of PHI	Responsibility: Health Care Components
Effective Date: 4/20/2005	Page 1 of 2
Approved By: OSU Legal Counsel	Revised: 7/1//2013

PURPOSE:

To establish security standards in which OSU will be compliant in respect to all Electronic Protected Health Information.

POLICY:

1. OSU must ensure the confidentiality, integrity, and availability of all electronic PHI that OSU or any business associate creates, receives, maintains or transmits. *§164.306(a)(1)*
2. Protect against any reasonably anticipated threats or hazards to the security or integrity of such information. *§164.306(a)(2)*
3. Protect against any reasonably anticipated uses or disclosures of such information that are not permitted or required under the Privacy Rule. *§164.306(a)(3)*
4. Ensure compliance with the Security Rule by OSU's workforce. *§164.306(a)(4)*
5. Flexibility of approach; OSU and its business associates may use any security measures that allow OSU or the business associate(s) to reasonably and appropriately implement the standards and implementation specification as specified in the Security Rule. *§164.306(b)(1)*
6. In deciding which security measures to use, OSU or the business associate(s) must take into account the following factors:
 - a. The size, complexity, and capabilities of OSU or the business associate(s). *§164.306(b)(2)(i)*
 - b. OSU or the business associate(s) technical infrastructure, hardware, and software security capabilities. *§164.306(b)(2)(ii)*
 - c. The cost of Security measures. *§164.306(b)(2)(iii)*
 - d. The probability and criticality of potential risks to electronic PHI. *§164.306(b)(2)(iv)*
7. OSU and its business associates must comply with the applicable standards as provided in this policy and in §164.308, §164.310, §164.312, §164.314, §164.316 with respect to all electronic PHI. *§164.306(c)*

PROCEDURE:

OSU will ensure the confidentiality, integrity, and availability of all electronic PHI using computer hardware, software, and other technology as appropriate.



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OSU will keep up to date on all operating system updates to help alleviate the latest security risks, and will utilize firewall protection. OSU will also utilize the Internal Audit department, and may also hire an outside party to conduct audits, and the HIPAA Compliance Office will also conduct its own audits to ensure compliance with all applicable laws and regulations.

OSU will train staff on appropriate measures of use and disclosures, and appropriate security precautions and on policies and procedures, and utilize technology where needed to assist in maintaining compliance with the Privacy Rule in regards to use and disclosure.

OSU and its Business Associates will address proper security measures as outlined in this policy and will comply with all associated Security Rule regulations.