

Western Kentucky University Health Services (WKUHS) Records Confidentiality Policy

All patients can expect to receive quality, confidential care when being seen at WKUHS. We are dedicated to safeguarding every patient's right to privacy.

All personal health information (PHI) will be considered confidential. All employees, volunteers, student workers and interns with access to this information will be required to sign a confidentiality agreement and shall not divulge any information unless they have written consent to do so.

Authorization is **required** for release of information to:

- Healthcare providers who are **not** providing immediate treatment.
- Employers.
- Schools, and other departments within this university.
- Any individual or organization requesting information.
- Attorneys
- Insurance companies

Authorization is **not required** to release certain (PHI) in the following situations:

- Emergencies.
- Transfer of a patient to another facility.
- Diagnosis of a communicable disease to a State Health Agency.

Questions about our confidentiality policy should be directed to Kathy Trulock, HIPAA Privacy Officer at Kathy.Trulock@wku.edu or ext 5641.