

**FOR ALL FACULTY AND**  
**FOR ALL RESIDENTS**

**EFFECTIVE 4/14/03**

**When You Leave Radiation Oncology**

*The following policies have been put in effect in Radiation Oncology to be compliant with the Health Insurance Portability and Accountability Act (HIPAA).*

1. A resident leaving the Medical Center cannot take PHI. Residents may take de-identified, aggregate data only.
2. A staff physician leaving the employ of Washington University cannot take PHI without the approval of the Chairman of the department and authorization of the patients.
3. A current physician employee can contact a physician who has left, FAX records containing PHI to that physician and consult with that physician about the treatment of a patient who was seen by the physician who has left. All of these activities fall under TPO (treatment, payment, healthcare operations) and can be accomplished by permission of the patient's original treatment consent.
4. A researcher who leaves Washington University can request of the Chairman of the department to copy research records containing PHI in his/her research study, if the researcher agrees that PHI will be protected consistent with HIPAA regulations. The originals of the records remain at Washington University.

If research materials are contained within a patient medical record, the department physician must obtain the appropriate patient authorization before copies of those materials can be transferred.