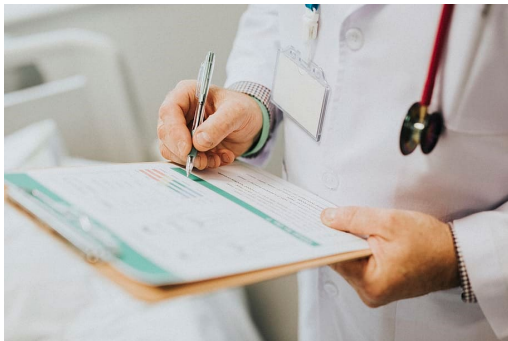


This Is A Reminder That ALL HUH Workforce Members Have A Responsibility To Safeguard Our Patients' Protected Health Information (PHI).



- Do not leave rounding notes at any workstation.
- Be accountable for your notes at all times.

- Only print rounding information if absolutely necessary.
- Contact the Compliance Department **Immediately** if you have misplaced your notes.



- Check all shelves on mobile workstation for PHI when done.
- Dispose of PHI in the shred bin.
- Report PHI left unsecure.



Do you have a compliance or privacy concern?

Contact the Compliance Department by emailing HUH_Compliance@huhosp.org, or calling (202) 865-5266
If you would like to make anonymous report, please call the **Hotline at (800) 654-0323.**