



## HIPAA Compliance Statement

IMAGE Information Systems Ltd. realizes that our clients, healthcare providers, must comply with all aspects of confidentiality of patient data. IMAGE Information Systems Ltd. occasionally requires access to numerous data elements associated with patient medical information and provider information. IMAGE Information Systems Ltd. has taken steps to establish policies that ensure its compliance with HIPAA requirements.

IMAGE Information Systems Ltd. policies include, at a minimum, the following:

- All IMAGE Information Systems Ltd. employees are required to sign a confidentiality agreement with IMAGE Information Systems Ltd. These agreements provide IMAGE Information Systems Ltd. the right to terminate employment, if the confidentiality breach is deemed to be significant, harmful or damaging to IMAGE Information Systems Ltd., its clients, and its client's patients. These confidentiality agreements also provide sanctions for employees as recommended by HIPAA.
- All patient and provider specific information that we receive or generate as a result of delivering our installation, support, and maintenance services is treated as confidential, and it is not disclosed to those who do not have a need to view it in relation to the services we deliver to our clients. The electronic data is stored on secure computer servers and PC workstations, which are designed to require a unique user name and password to access such data. Such user names and passwords are also required to initiate any program that provides access to patient and provider specific information.
- All patient and provider information that exists in printed format or on CD/DVD is contained within designated working spaces, and is destroyed when no longer needed in the provision of services to our clients. Information that requires mailing is secured in a sealed envelope prior to leaving IMAGE Information Systems Ltd. premises.

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IBAN: GB62MIDL40032882035855

BIC: MIDLGB2106U

German Bank Account:

Account No.: 7900

Bank Code: 230 641 07

(Raiffeisenbank Hagenow)

IBAN: DE84230641070000007900

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## PRIVACY AND SECURITY

IMAGE Information Systems Ltd. understands the sensitivities and the seriousness associated with the privacy of healthcare data. We also understand that covered entities are required to contract with business associates that will also be handling individually identifiable healthcare data, and that policies and procedures must be put in place in order to ensure the privacy and security of such data.

Therefore, the following steps have been taken:

- IMAGE Information Systems Ltd. has designated a Data Protection Officer. The Data Protection Officer has the responsibility for the development and implementation of IMAGE Information Systems Ltd. policies and procedures regarding privacy. This position also works closely with clients to understand their requirements, and then ensure that IMAGE Information Systems Ltd. complies with them. The Data Protection Official is also the person responsible for monitoring the ongoing requirements of HIPAA, if any, and is designated to receive complaints with regard to privacy compliance.



For a Better View in Diagnostics!

- IMAGE Information Systems Ltd. has established "logging" mechanisms that will document access to protected healthcare information.
- IMAGE Information Systems Ltd. has established training programs focused on privacy policies so that our employees learn how to appropriately handle individually identifiable health data according to HIPAA mandates.
- IMAGE Information Systems Ltd. has established procedures to receive and resolve complaints, plus sanctions for employees who fail to comply with privacy policies. IMAGE Information Systems Ltd. takes non-compliance with privacy policies seriously, and promotes a zero tolerance policy. We have also established physical safeguards for information, including protection around electronic processing and storage.

#### Contact us

For any additional questions or concerns, please contact:

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