



Agency of Human Services HIPAA Accounting of Disclosure Form

1. Name and position title of person who made the disclosure:
2. Name of individual whose health information was disclosed:
3. Date of the disclosure of health information:
4. Name and address of the entity or person who received the health information:
5. A brief description of the health information disclosed:
6. A brief statement of the purpose of the disclosure that would reasonably inform the individual of the basis for the disclosure of his or her health information:
7. Date this form is completed:
8. Name and position title of the person completing this form:

NOTE the disclosure does not need to be accounted for if the disclosure is being made for the purpose of treatment and payment for treatment. Note also the disclosure does not need to be accounted for if the disclosure is being made pursuant to a HIPAA compliant written authorization signed by the individual or if the disclosure was made to the individual at his or her request. The following are examples of the types of disclosures that require the completion of this form:

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| A. Disclosures required by any Vermont or federal law. | I. Disclosures for cadaveric organ, eye or tissue donation. |
| B. Disclosures for any public health activity. | J. Disclosures for a research purpose without an individual's authorization. |
| C. Disclosures for any health oversight activity. | K. Disclosures to avert a serious threat to health or safety. |
| D. Disclosures to any federal, state or other government official except where the disclosure is clearly for treatment or payment activities. | L. Disclosures for specialized government functions. |
| E. Disclosures about victims of abuse, neglect or domestic violence. | M. Disclosures for worker's compensation. |
| F. Disclosures for any judicial or administrative proceeding. | N. Disclosures to the Secretary of the U.S. Department of Health and Human Services. |
| G. Disclosures for any law enforcement purpose. | O. Disclosures for any wrongful or inappropriate purpose. |
| H. Disclosures about a decedent. | P. Disclosures made inadvertently. |