
MOI.5.3 The data management education/training includes, but is not limited to, the following:

- MOI.5.3.1 Selection and use of indicators (measures) in assessment and improvement of work processes.
 - MOI.5.3.2 Data collection and analysis.
 - MOI.5.3.3 Use of data and information for decision-making.
 - MOI.5.3.4 Data/information confidentiality and security.
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Standard Intent:

Individuals in the hospital, who generate, collect, analyze, and use data and information should be educated and trained to effectively participate in using and managing information. The education program should include the following: interpreting data; use data and information to help in decision making; support the participation of patients and families in care processes; and use measures to assess and to improve care and work processes. Individuals are educated and trained according to their responsibilities, job descriptions, and data and information needs.

MOI.6 The hospital has a policy and procedures on how confidentiality, security, and integrity of data and information including the medical records are maintained.

- MOI.6.1 The policy defines data and information confidentiality, security, and integrity.
 - MOI.6.2 The policy is in compliance with laws and regulations.
 - MOI.6.3 The hospital defines appropriate levels of security and confidentiality for data and information and provides appropriate confidentiality measures accordingly.
 - MOI.6.4 Staff access to different categories of information is restricted on a need to know basis.
 - MOI.6.5 There is an appropriate mechanism for response to requests for access to information.
 - MOI.6.6 Data and information are safeguarded against loss, destruction, tampering, damage, and unauthorized access or use.
 - MOI.6.7 There are measures for protecting data and information in the event of a disaster such as flood, fire, loss of power, and abnormal temperature conditions.
 - MOI.6.8 Staff responsibilities to maintain confidentiality of data and information are defined (e.g., signing a confidentiality agreement).
 - MOI.6.9 Information confidentiality and security incidents are reported and acted upon.
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