



The Child Center of NY

Mobile Device Agreement

In order to protect confidential data that may contain electronic Protected Health Information (ePHI), and in accordance with The Child Center of NY Mobile Device Agreement (HIPAA - 164.310(d)(1) Device and Media Controls), the appropriate approvals must be granted and documented in the ticketing system prior to the employee receiving your mobile device.

SERVICE TICKET #	
EMPLOYEE NAME	
EMPLOYEE TITLE	
MANAGER	
FUND #	
DEVICE TYPE	
ASSET TAG	
DATE ISSUED	

By signing this agreement you are attesting that you have received the appropriate approval and will comply with the Communication & Computer Systems policy outlined in the employee handbook.

Employee Signature: _____

Once this agreement has been signed it will be documented in the service ticket noted above and a copy of this agreement will be sent to the Child Center of New York's Human Resources Department.

For any further questions, please contact Techworks Consulting by e-mailing techworks@childcenterny.org.