

For Immediate Release

HIPAA and Document Protection:
Trust Only Dahle to Protect Your Clients Health Information



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HIPAA is a regulation designed to protect an individual's medical records and other personal health information from being seen by others. This standard took effect on April 1, 2003 and requires that all agencies that handle Protected Health Information must safeguard it prior to disposal. The following is an excerpt from the Federal Register, "Examples of appropriate safeguards include requiring that documents containing protected health care information be shredded prior to disposal..."

Here are some further requirements under the HIPAA regulation:

- Provide information to patients about their privacy rights and how their information can be used.
- Adopt clear privacy procedures for its practice, hospital, or plan.
- Train employees so that they understand the privacy procedures.
- Designate an individual to be responsible for seeing that the privacy procedures are adopted and followed.
- Secure patient records containing individually identifiable health

information so that they are not readily available to those who do not need them.

Document shredders are the most effective way to destroy PHI documents in order to meet the requirement under the HIPAA regulation. Dahle offers a wide range of shredders that meet the standards required by HIPAA.

Dahle North America, Inc. is a fully integrated manufacturer of innovative office products and equipment with a brand name recognized for quality and precision. Dahle markets more than 300 products, including paper shredders, paper cutters and trimmers, scissors, pencil sharpeners, and Novus staplers.

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