Making Revisions to Closed Medical Records

Description: Are the changes you’re making to closed medical records even legal? Stay in compliance to save your organization time, money, and energy.

Medical records contain some of the most sensitive and personal information that exists about individuals in modern society, and some closed records may need revision because of new information received or because of the requests of individuals to correct or modify existing information. When is it appropriate to make revisions, how and under what circumstances, and at whose request? This timely topic will enable health information professionals to know how to respond to requests to revise closed records, to know what is required for individual rights under HIPAA, and to know what belongs in any organization's procedures for revising closed medical records. You will also learn about issues pertaining to electronic records and revisions, including the HIPAA Security Rule and recent amendments to HIPAA, regional health information organizations, and other health information communication and storage portals.

Contents:

Why Make Changes to Closed Medical Records?
- Additional Information Is Received
- Provider Wants to Add New Facts or Interpretations
- Patient Wants Changes Made to Correct or Better Explain Information

Limitations on Revising Medical Records
- Who May Revise
- Time Limits on Revisions
- HIPAA Requirements
- When Revisions Are Not Appropriate

The HIPAA Process to Amend Medical Records
- What Amending Means
- The Required Steps to Amend Under HIPAA
- Disputing the Facts in a Medical Record
- Required Policies and Procedures Under HIPAA

Defining Your Procedures for Revising Closed Medical Records
- Clear Procedures Required
- How to Identify Revisions
- Who to Notify Following Revision
- When to Not Allow Revisions

Special Issues for Electronic Records
- HIPAA Security Rule
- Amendments to HIPAA
- Electronic Exchange of Records

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