

COMMONWEALTH-PARKVILLE SCHOOL

PARKVILLE CAMPUS

Alabama Final Urb. Parkville
Guaynabo, P.R. 00969
(787) 731-6077, 731-6078 Fax (787) 272-8150

COMMONWEALTH CAMPUS

Calle Castillo #100 Esq Antonin Nin
Urb. Roosevelt
Hato Rey, Puerto Rico 00918
(787) 765-4411 Fax (787)764-3809

AUTHORIZATION FOR COMPUTERIZED FILE

HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (H I P A A)

What is H I P A A ?

It is a federal law that started in 1996. In Puerto Rico, it became in effect on April 14, 2003. This law establishes and protects the privacy, confidentiality, integrity and availability of each individual's personal health information.

It is our commitment to meet the requirements of this law by protecting and keeping all information confidential.

In order to improve the filing system we utilize at our health services office, and as a base to provide better services, we utilize an electronic information management system where we include your child's health information. The information in this system is protected by limiting access to the persons authorized to enter or read the information provided. These are people who work directly with your child or have administrative responsibilities in this organization. The paper work and computer information are filed under authorized access only.

We are now required to have written authorization for computerized files from every student's legal guardian in order to include them in our electronic filing system.

We require that every person with access to our system commits to upholding the security and confidentiality of the information. Any person who violates this agreement is exposed to receiving the applicable legal penalties.

I _____ consent to include my child's health information in
(Legal guardian's name)
the electronic information system while enrolled at Commonwealth-Parkville School.

Student's Name _____

Grade _____

Parent or Legal Guardian Signature _____

Date _____