

Subject/Title: <b>GRANTING OF REMOTE ACCESS TO HEALTH INFORMATION</b>	Policy No. <b>1472</b>	Page:
--	---------------------------	-------

## **APPENDIX “A”**

### **ACCEPTANCE CRITERIA FOR REMOTE ACCESS CONNECTION**

Remote Access shall be approved subject to the following criteria:

1. The applicant is an Authorized Person (e.g., Region employees, responsible and consulting physicians, students or volunteers, or contractors involved in the provision of health services or administrative support to the Region’s patients or clients, or who are involved in the Region’s business operations).
2. The applicant requires access to Health Information contained in the network application in order to effectively carry out his or her responsibilities with the Region for one or more of the following authorized purposes (as defined in the *Health Information Act*):
  - to provide care and treatment;
  - to determine or verify eligibility for a health service;
  - to conduct investigations of health service providers and staff;
  - health service provider education;
  - research conducted under specific reviews and conditions;
  - internal management (i.e., planning, resource allocation, policy development, quality improvement, monitoring, audit, evaluation, reporting, processing health service payments and human resource management);
  - regional health system and public health surveillance.
3. The applicant signs and agrees to adhere to the required User and Confidentiality Agreements.
4. The applicant agrees to the Region conducting a Privacy Impact Assessment (if deemed necessary).
5. The applicant agrees to the Region conducting periodic review and audits of Remote Access usage.
6. The applicant agrees to equip the computer(s) remotely connected to the Region’s network via Alberta Wellnet with up-to-date anti-virus software, a desktop firewall, spyware detection software, and a Region approved operating system.