



Post Office Box 8026
Pueblo, Colorado 81008

719-546-1849
866-390-7404 (Toll Free)
719-562-0139 (Fax)

www.verismasystems.com
www.recordjacket.com

HIPAA Release Quality Control Policy

RecordJacket.com™ Complete Subscribers can rest assured that they have taken every measure possible to ensure that patient privacy is being protected in the release process and that their release process is HIPAA compliant for both release decisions and electronic security.

Verisma Systems, Inc., the company that brings RecordJacket.com's products and services to you, stands behind its approach to processing the release of patients' Protected Health Information. No other service available in the market today combines the use of real time knowledge systems that guide users through the release process with sophisticated pre-distribution review and quality control processes to ensure that releases are HIPAA and state regulation compliant.

Release of information is a complex process and on occasion the decision to release information is not clear and requires careful consideration and legal input. While we do not provide legal counsel or advice to our customers, our procedures are designed to identify potential problem releases, communicate with the providers on the issues identified and work with providers and their legal advisors to resolve problems to reduce the risk of an inappropriate release. We seek to be the trusted partner to providers and their local legal resources in solving release problems.

While no complex process is completely without error, we have identified the high risk release categories and have built in specific review and quality control processes that we believe dramatically reduce the risk of an inappropriate disclosure. In addition, we routinely review samples of all customer releases to identify potential process problems and provide our customers feedback on the reliability of the system and their release decisions.

All decisions to release information are made by the subscriber. However, Verisma™ reserves the right to refuse to process and distribute any release that it believes to be in clear violation of HIPAA or state rules. Furthermore, we may terminate our business relationship with any subscriber who intentionally misuses our systems and processes or consistently fails to take corrective actions on problems identified by our quality assurance systems. Verisma Systems, Inc., also reserves the right to terminate its business relationship with any subscriber whose conduct results in repeated civil monetary fines, in criminal proceedings, or in lawsuits or other proceedings that involve allegations of HIPAA record disclosure violations.

Subscribers are referred to the Complete service level agreement between the company and its subscribers for full details on termination procedures.