



Non-Employee Security and Confidentiality Agreement

As a non-employee individual conducting legitimate business at BMC and as a condition of approval to conduct such business, I agree to the following terms and provisions.

- 1. I agree to preserve the confidentiality of patient protected health information which I may view, or over hear, and to comply with BMC's applicable HIPAA patient privacy and security policies in the course of approved business.**
- 2. I agree to treat all protected health information (oral, graphic, written, and electronic), to which I may be directly or indirectly exposed to while conducting my business at the Clinic, as strictly confidential and privileged information.**
- 3. I agree to seek immediate guidance or advice from BMC's Compliance Officer if I have any questions or concerns regarding patient privacy and confidentiality issues.**
- 4. I agree not to access, view, or use any protected health information concerning Clinic patients to any person or entity other than as necessary to perform my duties as permitted under the Clinic's HIPAA policies.**
- 5. I understand that unauthorized disclosure of or unapproved access to protected health information in any format is a violation of the Clinic's policy and will result in the immediate termination of my business at the Clinic. I further understand that unauthorized disclosure or unapproved access to protected health information is a violation of the Confidentiality of Medical Information Act for which I will be held personally liable.**
- 6. Upon cessation or conclusion of my authorized business at the Clinic, I agree to continue to maintain the confidentiality of any information I might have discovered or learned, or to which I have been exposed while conducting my business with the Clinic.**

I understand further that violation of any part of this agreement will result in immediate termination of my business at the Clinic, as well as possible disciplinary and legal actions against myself and/or the organization I represent.