

Patient privacy and security was built into our systems from day one. Blue Pearl technology is safeguarded with private frame relay connections and secure VPN access with DES iii 168-bit encryption. All HIPAA, privacy and security matters are enforced by our Operations Manager who is a CMT (Certified Medical Transcriptionist).

Commitment to HIPAA at BLUE PEARL

- At Blue Pearl we have 24X7 security personnel manning our office.
- We process the entire transcription work in our office and we don't have any sub-contractors and hence the patient information doesn't leave our office.
- All the external drives including floppy disk drives are disabled on each computer.
- Our computers require passwords to start Windows and another password to access Word files.
- We have firewalls and antivirus software on all the computers and update virus definitions frequently.
- Any spoiled hard copies of notes and copies of patient schedules are cross-cut shredded on site.
- Monthly back-ups of computer systems will be done and stored in a locked outbuilding on our property.
- We have a smoke alarm and a fire extinguisher in our office.
- We currently require all our employees to sign a confidentiality and non-disclosure agreement.
- We maintain up-to-date contractual agreements with all business parties.
- We have instituted security measures to protect the security and integrity of protected information according to HIPAA guidelines.
- All client related information when using the Internet is handled in secure 128-bit SSL encryption.
- All the chart delivery and management system is through secure 128-bit SSL encryption and with third party certification (similar to Verisign).
- Blue Pearl has administrative procedures in place to guard data integrity, patient confidentiality, and document availability. (Information Access Control and Access Authorization).
- To prevent unauthorized use, security devices are employed to prevent theft and/or vandalism of any information stored on our systems. Technical evaluations are performed on a routine basis to make sure all systems meet or exceed specified security requirements. All persons, administrators and transcriptionists, who have access to any sensitive information, patient records, or voice files, etc., have the appropriate clearances and have signed confidentiality agreements
- We have provided privacy, security, and confidentiality awareness training to our entire workforce.