Summary

In compliance with HIPAA, all disclosure of documented patient personal health information is recorded. Epic’s Quick Disclosure feature allows staff members outside the Health Information Department to record the disclosures. You can run the Patient Disclosure Report in Epic to review patient disclosures (this includes disclosures not performed through Epic). You must have permission from the HIPAA Office to have access to this report.

Step-by-Step

1. Click the Epic main menu button. Select HIM, then HIM Reports, then Patient Disclosure Report.

2. The Patient Lookup window opens. Enter search criteria, then click the Find Patient button.
3. The Report Setting window opens. Select the **Patient Disclosure Report**, then click the **Run** button.

4. Select the **Patient Disclosure** activity.

The disclosures for the selected patient appear: