

## Ethics

Medical Council of India, through Code of Ethics, has established protections to preserve the confidentiality of various medical and personal information and specify that such information may not be disclosed except as authorized by law or the patient or individual.

**Confidential Patient Care Information includes:** Any individually identifiable information in possession or derived from a provider of health care regarding a patient's medical history, test results, conversations, records and financial information. Examples include, but are not limited to:



- Records including paper, diagnostic and therapeutic reports, laboratory and pathology samples;
- Patient billing records;
- Computerized patient data and,
- Verbal information provided by or about a patient.

**Confidential Employee and Business Information includes, but is not limited to, the following:**

- Employee home telephone number and address;
- Information related to evaluation of performance; or
- Disclosure of Confidential business information that would cause harm to the organization.

## I understand and acknowledge that:

1. I shall respect and maintain the confidentiality of all discussions, deliberations, patient reports and any other information generated in connection with reporting.
2. It is my legal and ethical responsibility to protect the privacy, confidentiality and security of all records, proprietary information and other confidential information relating to KLES Dr Prabhakar Kore Hospital & MRC, including business, employment and medical information relating to our patients, members, employees and Doctors.
3. I shall only access or disseminate patient information in the performance of my assigned duties, and in a manner which is consistent with officially adopted policies of KLES Dr Prabhakar Kore Hospital & MRC, or where no officially adopted policy exists, only with the express approval of Laboratory in charge. I shall make no voluntary disclosure of any discussion, deliberations, patient records except to persons authorized to receive it.
4. Undue pressure policy:- Management and Personnel are to be free from any undue internal and external commercial financial and other pressures that may adversely

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effect the work. The integrity of test results is responsibility of all Personnel. Management ensures that employees are never instructed or forced to alter or forge data.


5. I undertake that where potential conflicts in competing interests may exist, they shall be openly and appropriately declared.
6. I undertake there are appropriate procedures to ensure staff treat human samples ,tissues or remains according to relevant legal requirements.
7. My user ID is recorded when I access LIS (Laboratory information software) and that I am the only one authorized to use my user ID. Use of my user ID is my responsibility whether by me or anyone else. I will only access the minimum necessary information to satisfy my job role or the need of the request.
8. I agree to discuss confidential information only in the work place and only for job related purposes and to not discuss such information outside of the work place or within hearing of other people who do not have a need to know about the information.
9. My obligation to safeguard patient confidentiality continues after my termination of employment with the KLES Dr Prabhakar Kore Hospital & MRC

I hereby acknowledge that I have read and understand the foregoing information and that my signature below signifies my agreement to comply with the above terms.

In the event of a breach or threatened breach of the Confidentiality Agreement.I acknowledge that the KLES Dr Prabhakar Kore Hospital & MRC may, as applicable and as it deems appropriate, pursue disciplinary action up to and including my termination from the KLES Dr Prabhakar Kore Hospital & MRC.

Employee Name:-\_\_\_\_\_ Designation:-\_\_\_\_\_

Signature:-\_\_\_\_\_ Date:- \_\_\_\_\_

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