

## **Network of New England Security Statement**

Network of New England, as an organization working on behalf of Centers for Medicare and Medicaid Services (CMS) must safeguard Protected Health Information (PHI) and Personally Identifiable Information (PII) at all times. The disclosure or misuse of PII or PHI can cause irreparable damage to individuals whose personal records are at stake.

- Network of New England must follow CMS's "QualityNet System Security Policy". Based on this policy, confidential information can never be disseminated to unauthorized sources. This includes the transmission of documents containing clinical, survey, project data, or financial information.
- Sensitive/protected data can only be delivered personally, via fax, secure media transfer or through Secure File transfer methods such as Qualitynet.
- PHI or PII data can never be sent to or received by anyone at any time in an e-mail. When any e-mail containing PHI or PII is received or sent, it has to be immediately reported to CMS by Network of New England as a suspected security breach.
- PHI or PII sent via United States Postal Service certified mail that is not received by the intended recipient has to be reported to CMS by Network of New England as a suspected security breach.
- PHI or PII sent via Fax that is not received by the intended recipient has to be reported to CMS by Network of New England as a suspected security breach.

*Ref: CMS Information Systems Security Policy*

[http://www.cms.gov/informationsecurity/01\\_overview.asp](http://www.cms.gov/informationsecurity/01_overview.asp)