



Valley Radiology PACS Introduction

Valley Radiology is pleased to provide access to our RIS (Radiology Information System) PACS (Picture Archiving and Communications System) web portal. The web viewer link provides you Internet access to your patients' diagnostic reports and images. By simply obtaining a unique user name and password, we are confident that you will find access to your patients' records easy and straightforward.

When using the Valley Radiology RIS/PACS web server to access health information about an individual patient, federal and state laws require that appropriate steps are taken to protect against the unauthorized use and disclosure of Protected Health Information ("PHI"). The Health Insurance Portability and Accountability Act ("HIPAA") allows health information concerning individual patients to be disclosed to another health care provider for purposes relating to the medical treatment of the patient. Valley Radiology reserves the right to terminate this agreement upon making the determination in their sole discretion that there has been a violation or breach of any of the terms and conditions of this agreement.

SECTRA PACS Use Agreement

_____ (**Office Name**), will be assigned unique, personal usernames and passwords to access Valley Radiology's/PACS web server. I agree that the issue of a user names and passwords are subject to the following terms and conditions:

- 1. **PASSWORD/USER NAME CONFIDENTIALITY.** I will not divulge passwords, user names, or any other information required to access the RIS/ PACS web server to any other person, nor shall I permit any other person to use the provided usernames and passwords. I understand that usernames and passwords are the equivalent of my legal signature, and I agree to make my best efforts to safeguard usernames and passwords so that they are not unintentionally divulged.
- 2. **USE FOR TREATMENT ONLY.** I will use usernames and passwords only to gain access to the diagnostic reports and images for the patients who are under the care of this office. I understand that I have no right to view images or other information about persons who are not under the care of this office, and I agree that I will not do so.
- 3. **COMPLIANCE WITH APPLICABLE LAW.** I understand that Valley Radiology's PACS web viewer contains confidential information that is protected under HIPAA, other federal laws, state laws, and the ethics rules of the medical profession. My office has received a copy of Valley Radiology's Business Associate Agreement.
- 4. **DUTY TO REPORT.** I will contact Valley Radiology immediately upon any of the following events:
 - a. I learn that a patients' images or reports have been improperly accessed by a third party;
 - b. I learn that my password and user name is or has been in the possession of any third party;
 - c. I change my employment status or practice; or
 - d. I learn of any other misuse of Valley Radiology Imaging's PACS web portal.
- 5. **MONITORING.** I acknowledge that my use of Valley Radiology Imaging's PACS web viewer will be monitored and that upon discovery of improper use or disclosure of patient information, my access to the PACS web viewer may be terminated.

Acknowledgement

I accept responsibility for any and all use of my username and password. By signing below, I understand and agree with the foregoing terms and conditions. I will contact Valley Radiology immediately if I feel that our usernames and passwords are no longer secure.

Printed Name:	Signature	Date:
Printed Name:	Signature	Date:
Printed Name:	Signature	Date:
Printed Name:	Signature	Date: