

Computerized Medical Records

Policy Purpose:

The purpose of this policy is to serve as a Ministerial Order under the *Hospital and healthcare Facility Standards Regulations* s34 in order to permit the use of computerized medical records and the storage of computerized medical records at locations off-site from the hospitals or health care facilities where the record was originally generated.

Application:

This policy applies to the computerized medical records supporting the services delivered by physicians, nurses and allied health care professionals in the Regional Health and Social Services Authorities and the Department of Health and Social Services. This includes the following computerized medical records:

- Laboratory systems
- Health Management Information Systems
- Diagnostic Imaging and Storage systems
- Hospital Events systems
- Electronic Medical Records systems at clinics
- And other computerized medical records when they are approved for use

Policy Statement:

Regional Health and Social Services Authorities and the Department of Health and Social Services may use computerized medical records systems. That use may include the storage of computerized medical records in databases that are located offsite from hospitals and healthcare facilities.

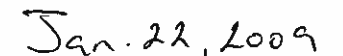
Policy Requirements:

Employees and contracted physicians ensure the following requirements are met when considering computerized records formats:

- System planning, implementation and ongoing support is managed within the processes of the NWT healthcare system and GNWT resource allocation processes
- System planning, implementation and ongoing support activities consider security and privacy needs.

Approval and Effective Date:

Chad Fehr, CEO



Date