


<b>Name of Policy:</b> <u>Confidential Patients</u> <b>Policy Number:</b> 3364-100-01-13 <b>Department:</b> Hospital Administration <b>Approving Officer:</b> Chief Executive Officer - UTMC <b>Responsible Agent:</b> Chief Nursing Officer and Chief Administrative Officer, Outpatient Integrated Clinical Operations <b>Scope:</b> The University of Toledo Medical Center	 <b>THE UNIVERSITY OF TOLEDO</b>  <b>Effective Date:</b> 5/1/2017 Initial Effective Date: 7/1/1998
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Major revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy	

**(A) Policy Statement**


Patients with documented, life-threatening security concerns or who request to be confidential will be registered as “NIA”.

**(B) Purpose of Policy**

Circumstances may exist whereby it is necessary to safeguard a patient by using confidential status or when patients request to be confidential during his/her episode of care.

**(C) Procedure**

1. The patient will be registered as an “NIA” patient type when the patient care unit and HSC Security agree that there is a life-threatening situation in which the patient's or staff's safety can be best protected by the use of confidential status or when the patient requests to be confidential.
2. Under no circumstance will the patient be given an alias name. As a confidential patient, no information will be given to callers. The facility will not acknowledge that the patient is present to any callers, including those claiming to be family members.

<b>Approved by:</b>  Daniel Barbee, RN, BSN, MBA                      Date Chief Executive Officer – UTMC  Review/Revision Completed By: HAS Admitting/Patient Registration Nursing Privacy Office Health Information Management HSC Security	<b>Review/Revision Date:</b> 6/18/01 4/30/04 5/9/07 8/1/2008 5/18/2011 5/1/2014 5/1/2017  <b>Next Review Date:</b> 5/1/2020
<b>Policies Superseded by This Policy:</b> 7-01-13 - Patients Using An Alias Name	