

URI HIPAA SECURITY POLICY – IMPLEMENTATION SPECIFICATION #14A

Title:	UNIQUE USER IDENTIFICATION	Purpose & Background	See Memo Entitled "HIPAA at URI: Introduction to HIPAA and an Overview of HIPAA Implementation at URI" available online at the URI HIPAA website
Originator (Responsible Department/ Unit):	URI HIPAA Compliance Oversight Committee	Effective Date:	05/22/2018
Applies to:	All URI Departments and Units Designated as HIPAA "Covered Components" and "Business Associate Components"	Revised Date(s):	

Purpose:

This implementation specification reflects URI's commitment to assign a unique name or number to identify and track the identity of workforce members who access URI information systems containing EPHI.

Specification:

Access to URI Covered Entities information systems containing EPHI must be via user identifiers that uniquely identify workforce members and enable activities of each identifier to be traced to a specific person or entity.

Procedure:

The following safeguards must be implemented to satisfy the requirements of this implementation specification:

1. URI Covered Entities information systems must grant users access via unique identifiers that:
 - identify workforce members or users
 - allow activities performed on information systems to be traced back to a particular individual through tracking of unique identifiers.
2. Unique identifiers must not give any indication of the user's privilege level.
3. All URI Covered Entity users must authenticate their identity by providing something they know or have, such as a password, personal identification number (PIN), token, or biometric feature.
4. Where URI Covered Entities cannot implement unique user IDs for specific health care applications, they must implement appropriate compensating controls, such as maintaining a list of personnel with access to and knowledge of the credentials used to access the health care application, and changing of the "generic" credentials used to access the specific health care application whenever a person with knowledge of the credentials transfers or is no longer employed.

HIPAA REGULATORY REFERENCE: 45 CFR 164.312(a)(2)(i)

HIPAA SECURITY REGULATION IMPLEMENTATION SPECIFICATION LANGUAGE: *"Assign a unique name and/or number for identifying and tracking user identity."*