



# Memo

**To:** All North Dakota Health Care Facilities

**From:** Julie Thrailkill, RHIT  
Director of Review

**Date:** November 28, 2007

**Re:** Transmission of Personally Identifiable Patient Information

We have been notified by CMS that we are required to report to the CMS Systems Security Officer any instance where a health care facility sends NDHCRI identifiable patient information via e-mail.

Please remember that it is a violation of HIPAA to send any identifiable patient information, including patient name, Social Security number, Medicare number, etc., via e-mail. This type of information may be sent to us by fax, US Mail, or relayed on a telephone call.

If you have any questions, please contact me at (701) 852-4231.