

**Texas Tech University Health Sciences Center  
HIPAA Privacy Policies**

<b>Administration</b>	<b>Policy 1.3</b>
<b>Hybrid Designation</b>	<b>Effective Date: November 17, 2009</b>
<b>References:</b> 45 CFR 164.102 and 103, <a href="http://www.hhs.gov/ocr/hipaa">http://www.hhs.gov/ocr/hipaa</a>	

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**Policy Statement**

This policy designates Texas Tech University Health Sciences Center (TTUHSC) as a hybrid entity under the Health Insurance Portability and Accountability Act (HIPAA) and identifies its health care components subject to HIPAA's privacy and security provisions.

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**Scope and Distribution**

This policy applies to TTUHSC designated health care components identified in this policy. It does not apply to inmates seen or treated by TTUHSC.

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**Procedure**

1. **Definitions.** For purposes of this policy, these terms have the following meaning:

**“Hybrid Entity”** means a single legal entity that is also a covered entity whose business activities include both covered and non-covered functions and that designates health care components.

**“Covered Entity”** means one or more of the following:

- A health plan;
- A health care clearinghouse; or
- A health care provider who transmits protected health information in electronic form in connection with a HIPAA covered transaction.

**“Health Care Component”** means a component or combination of components of a hybrid entity designated by the hybrid entity. The component or combination of components includes any component of the covered entity that:

- performs the functions of a covered entity;
- engages in activities that would make it a business associate of the covered entity if both were separate legal entities; or
- meets the definition of a covered entity if it were a separate entity.

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2. Designated TTUHSC Health Care Components. The following are designated by TTUHSC as its health care components.

<b>School/Institution</b>	<b>Departments</b>
TTUS <sup>1</sup>	Board of Regents, Chancellor's Office
TTUS	General Counsel/Professional Liability and Risk Management
TTUS	Office of Audit Services
TTUS	Institutional Advancement
TTUHSC	President's Office
TTUHSC	Information Technology
TTUHSC	Office of Communications
TTUHSC	Human Resources Office
TTUHSC	Institutional Review Boards
TTUHSC	Institutional Biosafety Committee
TTUHSC	Sponsored Programs, Research Integrity Office
TTUHSC	Institutional Compliance and related Committees
TTUHSC	Rural and Community Health/Telemedicine
TTUHSC	Institutional Advancement and Communications & Marketing
TTUHSC	Volunteer Services
GSBS <sup>2</sup>	Clinical Research
SOAHS	Speech-Hearing Language Clinic
TTUHSC SOM <sup>3</sup>	Administration, Clinical Operations <sup>4</sup> , Clinical Research
TTUHSC PLFSOM <sup>5</sup>	Administration, Clinical Operations, Clinical Research
SON <sup>6</sup>	Administration, Clinical Operations, Clinical Research
SOP <sup>7</sup>	Administration, Clinical Operations, Clinical Research

**Approval Authority**

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Questions regarding this policy may be addressed to the Regional Privacy Officer ([Amarillo](#), [El Paso](#), [Permian Basin](#)), the [Institutional Privacy Officer](#), or the [Institutional Compliance Officer](#).

**Responsibility and Revisions**

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This policy may be amended or terminated at any time.

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<sup>1</sup> Texas Tech University System

<sup>2</sup> Graduate School of Biomedical Sciences

<sup>3</sup> Health Sciences Center School of Medicine-Lubbock (Lubbock, Amarillo and Permian Basin campuses)

<sup>4</sup> Clinical Operations includes, but is not limited to patient care activities, clinical research, medical records, patient services or any other activity involving protected health information.

<sup>5</sup> Health Sciences Center Paul L. Foster School of Medicine-El Paso

<sup>6</sup> Anita Thigpen Perry School of Nursing

<sup>7</sup> School of Pharmacy