



Ambulatory Clinic Policy and Procedure

Title:	Patient Photography, Videotaping and Other Imaging, Audio Recording and Information	Policy Number:	6.23
		Version Number	8
Regulation Reference:	HSC OP 52.15, HIPAA 45 CRF Part 164, The Joint Commission, RI.01.03.03	Effective Date:	10/2016
		Original Approval:	9/1998

POLICY STATEMENT:

It is the policy of Texas Tech University Health Sciences Center (TTUHSC) Ambulatory Clinics to obtain written consent to use a patient’s information and likeness or image if a patient’s identity can be determined or patient information is not de-identified.

SCOPE:

This policy applies to all TTUHSC Ambulatory Clinics operated through its Schools.

PROCEDURE:

1. **For all images or recordings related to healthcare treatment or payment purposes**, refer to the general consent form below which includes the needed consent language:
 - a. [6.21.B. Consent to Treatment/Health Care Agreement \(English\)](#)
 - b. [6.21.B.1. Consent to Treatment/Health Care Agreement \(Spanish\)](#)
2. **For all other purposes for patient photography, videotaping, or other imaging, audio recording** refer to:
 - a. [HSC OP 52.15. Consent and Release to Use Image or Information](#)
 - b. Consent forms:
 - 1) [English](#)
 - 2) [Spanish](#)

APPROVAL AUTHORITY:

This policy shall be recommended for approval by the Joint Ambulatory Policy Committee to the Council of Deans.

RESPONSIBILITY AND REVISIONS:

It is the responsibility of the Joint Ambulatory Policy Committee to review and initiate necessary revisions based on collaboration and input by and through Quality Improvement/Performance Improvement, Risk Management and the Office of Institutional Compliance.

RIGHT TO CHANGE POLICY:

TTUHSC reserves the right to interpret, change, modify, amend or rescind this policy in whole or in part at any time to reflect changes in policy and/or law.

CERTIFICATION:

This policy was approved by the Council of Deans on October 6, 2016.