



**OKLAHOMA
CANCER SPECIALISTS
AND RESEARCH INSTITUTE**
Confidentiality Agreement

Physician office staff

Last Name	First Name	MI	Last 4 SSN			
Phone Number	Fax Number	Email				

I understand in performing my duties as Medical Staff member/group affiliated with Oklahoma Cancer Specialists and Research Institute, I have/need access to viewing privileges for patient images. I further understand that:

- State and federal laws or regulations have established rights of confidentiality and security obligations regarding patient medical records and information.
- If I am given computer access privileges which are identified and issued to me by a unique identification code and password, the identification code/password must remain secret and cannot be shared or used with anyone else but me. Any inquiries and/or modifications performed by me once computer access has been granted are referenced by my name via the unique identification code/password.
- Records/Images will be viewable only. Data will not be able to be entered or printed.
- I am responsible for protecting the patient's rights to confidentiality and for maintaining the confidentiality of patient information at all times, both at work and when I am off duty according to this confidentiality agreement.
- I will not review, copy, or divulge to others any patient information for any unauthorized purpose.
- I will report known violations of this Confidentiality Agreement to Oklahoma Cancer Specialists and Research Institute.
- If I am found to be in violation of this Confidentiality Agreement, disciplinary action will result which may include loss of computer access.
- I further understand that I could be subject to civil legal action and prosecution for violation of criminal law that may apply.

I certify, by my signature below, that I have read, understand, and agree to the above statements and requirements regarding patient information.

Signature	Date	Signature-Witness
Title/Occupation	Name of Physician Group	

Scan and email this form to Oklahoma Cancer Specialists and Research Institute Information Technology (OCSRI IT). Inquiries about access and reports of security violations can also be directed to TCI IT.

IT.Group@cancercareokla.com