

COMPLIANCE AND PRIVACY MATTERS

DPH Office of Compliance and Privacy Affairs – January 2024

What Is PHI?



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PHI stands for **Protected Health Information**. PHI is any information in the medical record that can be used to identify an individual and that was created, used, or disclosed while providing a health care service, such as diagnosis or treatment.

The Health Insurance Portability and Accountability Act (HIPAA) protects DPH patients' personal health information and gives them certain rights with respect to that information. The HIPAA Privacy Rule also outlines when it is ok and not ok to use and disclose PHI.

You can find out more information about using and disclosing PHI on the [OCA website](#).

The following are the 18 identifiers that make health information PHI.

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| 1. Name | 9. Health plan beneficiary number |
| 2. Address (including subdivisions smaller than state such as street address, city, county, or zip code) | 10. Account number |
| 3. Any dates (except years) that are directly related to an individual, including birthday, date of admission or discharge, date of death, or the exact age of individuals older than 89 | 11. Certificate/license number |
| 4. Telephone number | 12. Vehicle identifiers, serial numbers, or license plate numbers |
| 5. Fax number | 13. Device identifiers or serial numbers |
| 6. Email address | 14. Web URLs |
| 7. Social Security number | 15. IP address |
| 8. Medical record number | 16. Biometric identifiers such as fingerprints or voice prints |
| | 17. Full-face photos |
| | 18. Any other unique identifying numbers, characteristics, or codes |

DPH is committed to protecting the confidential, personal, and medical information of its patients and workforce. Anyone may report violations directly and/or anonymously to OCPA at [1-855-729-6040](tel:1-855-729-6040) (toll-free) or by e-mailing compliance.privacy@sfdph.org. If your DPH facility or clinic is not assigned an onsite Privacy Officer, you may call the OCPA Hotline at 855-729-6040 with any questions or to report any suspected privacy issues.

OCPA COMPLIANCE AND PRIVACY HOTLINE
855.729.6040 – compliance.privacy@sfdph.org



SAN FRANCISCO DEPARTMENT OF PUBLIC HEALTH
Office of Compliance and Privacy Affairs

