

<b>ADAMHS BOARD FOR MONTGOMERY COUNTY</b>	<b>BP # 525</b>	
<b>TITLE: Person-Entity Authentication</b>	<b>SUBJECT HIPAA SECURITY</b>	
Page 1 of 2	<b>EFFECTIVE DATE</b>  4/21/05	<b>SUPERSEDES DATE</b>

**PURPOSE:** To implement procedures to verify the identify of a person or entity seeking access to electronic protected health information (EPHI).

**POLICY:**

**1. Authentication Mechanism**

- 1.1 Any person or entity seeking access to any network, system, or application that contains Board EPHI must verify their identity.
- 1.2 The Board shall make reasonable efforts to verify the identity of the receiving person or entity prior to transmitting EPHI. Examples of reasonable and appropriate methodologies are: a unique user identification and password combination at login to the network, smart cards, or biometric input before being granted access to that resource. These methods verify the identity of the user to the system.

**2. Prohibition Against Misrepresentation**

- 2.1 No person or entity seeking access to any Board network, system, or application shall misrepresent themselves by using another person or entity's identity such as using another person's User ID and Password, smart card, or other authentication information when attempting to gain access to resources.
- 2.2 No person or entity shall allow unauthorized persons or entities to use their authentication credentials. Authorized persons include Network Administrator and members of the Domain Admin Security Group as approved by the Security Officer.

**REFERENCES:**

HIPAA Final Security Rule, 45 CFR Parts 160, 162, and 164, Department of Health and Human Services, <http://www.cms.hhs.gov/hipaa/hipaa2/regulations/security/default.asp>, February 20, 2003. § 164.312(d).

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Page 2 of 2	<b>EFFECTIVE DATE</b>  4/21/05	<b>SUPERSEDES DATE</b>

“Information Security: An Introductory Resource Guide for Implementing the HIPAA Security Rule”, National Institute for Standards and Technology (NIST), <http://csrc.nist.gov/publications/drafts/DRAFT-sp800-66.pdf>, May 2004.

"CMS Information Systems Security Policy, Standards and Guidelines Handbook", Centers for Medicare and Medicaid Services, <http://www.cms.hhs.gov/it/security/docs/handbook.pdf>, July 2004.