

# ACS CLINICAL CONGRESS

OCTOBER 23–27, 2021 | VIRTUAL

## Safeguarding Protected Health Information and Avoiding Copyright Infringement – Policy of ACS Division of Education

The American College of Surgeons (ACS) takes very seriously issues relating to safeguarding of Protected Health Information (PHI) and avoiding copyright infringement. ACS expects all presenters to ensure their presentations do not include any protected patient information or photographs, graphics or other materials that may violate these laws. ACS relies on the presenters to ensure compliance with the ACS Media Rights Agreement stated below.

The following details should be helpful to presenters.

### Examples of PHI

Names (ie patient, physician, family members)  
Social Security numbers  
Dates that are patient identifiers (date of birth, admission/discharge date, etc.)  
Medical record numbers  
Telephone numbers  
Geographic data  
Fax numbers  
Email addresses  
Account number  
Health plan beneficiary numbers  
Certificate/license numbers  
Vehicle identifiers and serial numbers including license plates  
Web URLs  
Device identifiers and serial numbers  
Internet protocol addresses  
Full face photos and other identifiable images  
Biometric identifiers (ie retinal scan, fingerprints)  
Any unique identifying number or code

### Examples of Copyrighted Material

Music  
Cartoons  
Photographs  
Movies  
Books/publications  
Other written works  
Videos  
Audiotapes  
Drawings  
Artwork  
Speeches  
Slides

Note: For demonstration purposes a speaker may replace patient data with dummy data, such as fake names, dates, addresses, etc. in their presentation.

### For additional information, please visit:

[www.hhs.gov/hipaa/for-professionals/privacy/special-topics/de-identification/index.html](http://www.hhs.gov/hipaa/for-professionals/privacy/special-topics/de-identification/index.html)

### **Media Rights Agreement to be Signed by Each Presenter**

You represent that (a) the presentation excludes all Protected Health Information or you have permission to display, publish, or broadcast the PHI included in the presentation, (b) no part of your presentation infringes upon any copyright or other intellectual property or proprietary right of any third party, (c) you have obtained appropriate permission to reprint any portion of your presentation of which you are not the author, and (d) you have not previously disposed of any of the rights granted to the College in this agreement.

Please contact ACS Division of Education Staff with any specific questions.