

Radiology Web Browser Security Statement

<http://pacsweb.musc.edu/>

PROCEDURES:

1. The Radiology Web Browser is a tool for viewing radiology images in current and emergency cases for on-campus and off-campus computers. Clinicians and staff that require this tool will be assigned unique usernames and passwords for access to the system.
2. The requests for access privileges should be directed to the Radiology Informatics office (876-2525) by your supervisor or department chair. Upon approval, the account will be established within 5 working days.
3. Access to the system requires Netscape Communicator web browser software version 4.5 or above or Internet Explorer 5.0 or above, a minimum of 32 Mbytes RAM, and a minimum of 133 MHz CPU speed. Radiology Informatics personnel are not responsible for setting up and maintaining the computer systems used for this web application.
4. Brightness and contrast of the monitor should be properly adjusted to assure adequate image quality. The 'Test Pattern' Button on the login page should be used for this purpose. Proper setting of the display is the responsibility of the user.
5. If the user can not remember his/her password, he/she may contact the Radiology Informatics at 876-2525. M-F 8:30-5:00

POLICIES:

1. This agreement applies to all individuals who receive access to MUSC's radiology resources, whether you are an employee of MUSC or not. The user may not knowingly acquire radiology information about patients that he/she is not directly responsible for and must abide by MUSC Policy C-27 Confidentiality of Patient Information & Medical Record Security.
2. The user may not reveal patient information beyond the necessary scope of health-care providers. ONLY the user may use the assigned username and password. The username and password are considered private information and may not be shared with others or made public. I understand that MUSC may, at any time, monitor and audit my use of the radiology information systems.
3. Only ONE LOGIN is permitted at a time. The system rejects multiple logins of the same user.
4. The user should inform Radiology Informatics personnel upon change in clinical responsibilities or termination of employment.
5. The user is required to log-out of the system after performing the desired function.
6. Passwords should be at least 6 characters long and contain alphanumeric character, punctuation marks, and/or uppercase/lowercase combinations. Passwords may be reset for security reasons as needed by Radiology Informatics. In such incidences, the user will be notified. The User may not allow his/her username/password to be used by anyone else and may not use login codes assigned to others. The user must notify the Radiology Informatics office if he/she has reasons to believe that his/her password has been compromised.
7. Failure to abide by the above requirements can result in disciplinary actions or suspension of the access privileges. I recognize that unauthorized disclosure or access of information by me may violate state and federal laws and cause irreparable injury to MUSC or harm to the patient, and may result in disciplinary and/or legal action being taken against me.
8. Any hardcopy images created using this application must be placed in the patient chart or destroyed in a manner which renders the patient information unreadable

PLEASE PRINT AND FAX TO 792-1124

USER'S FULL NAME (last, first): _____
PREFERRED USERNAME: _____
JOB TITLE: _____ DEPARTMENT: _____
SUPERVISOR: _____ EMAIL: _____
PHONE NUMBER: _____ BEEPER: _____

I have read and understood the above statements. By signing below, I agree to fully comply with the policies.

Signature: _____ Date: _____