

Logan University

STUDENT USE OF PHI IN ACADEMIC ASSIGNMENTS/ASSESSMENTS/COMMUNICATIONS Policy AA. 013

Policy Number: AA.013

Effective Date: 4/1/2026

Approval Date: 3/17/2026

Revised Date: N/A

Purpose: To define appropriate use of an individual's health information by students when submitting assignments.

Additional Authority: N/A

Scope: All Logan University students

Responsible Executive: Provost/CAO

Offices Responsible for Reviewing this Policy: Provost, Deans of the Colleges

Recipients: All Logan University Students

Publications: Student Handbook, Clinic Handbook, Website

Definitions: Protected Health Information (PHI) – health information, including demographic information, that is individually identifiable to a patient that pertains to the patient's past, present, or future physical or mental health or condition; to the provision of health care to that patient; or to payment for the provision of health care to that patient.

Policy Title

Student Use of PHI in academic Assignments/Assessment/Communications

Policy Statement

Students preparing and submitting academic assignments that contain PHI in any format (including print and electronic form) must protect the security and privacy of the PHI in such assignments.

Procedures

Students must not use, publish or disclose PHI in the preparation, transmission or submission of any Logan University assignment, assessment or communication, unless the subject of the PHI has

provided the Logan University instructor or the student with a written, signed, and HIPAA-compliant disclosure authorization form. Although HIPAA allows the creation, use, transmission and maintenance of PHI for treatment, payment and health operations without prior written consent, Logan University requires the prior written consent of the subject of the PHI before students use any PHI in their assignments. Alternatively, Logan University requires all students who use any health information of an individual in any academic assignment to first “de-identify” such data according to HIPAA and this policy procedure.

See Logan University’s De-Identification Policy.

Other Notes

N/A