**THE EYE INSTITUTE FOR MEDICINE & SURGERY**

**POLICY/PROTOCOL**

**FORMER EMPLOYEE ACCESS TO BUILDINGS**

12122013

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Applies to: All Employees

Former employees are **not** allowed in ANY patient area unless they are here as a patient.   This constitutes a HIPAA violation and cannot be tolerated.  If you are meeting a former employee for lunch or other purpose, please make arrangements to meet them in the lobby area.

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Authorized Signature/Date