

PRINCIPLE:

All collection sites must ensure that the privacy of the mother and donor are protected by maintaining all donation information as confidential. The St. Louis Cord Blood Bank strives to protect the privacy of the donor families. This same level of confidentiality must also be maintained by the collection centers.

PURPOSE:

This policy describes the procedure for ensuring confidentiality for donors participating with the St. Louis Cord Blood Bank.

POLICY:

1. All donation information is confidential. Patient-related donation information must not be shared with anyone other than those individuals authorized to perform donor eligibility determination, except as it pertains to the care and health of the mother and child.
2. When the collection is complete, the top of the Cord Blood Transport Box should be sealed. This should happen before the samples leave the delivery room. The cord blood collection box must be closed and sealed before the cord blood reaches its temporary storage site at the collection site. This minimizes the chance of errors in packaging and labeling.
3. The St. Louis Cord Blood Bank requests that maternal labels and/or other identifying information not be affixed to the outside of the collection box. However, if this does occur, all identifying maternal information is removed from the box when the collection kit arrives at the bank.
4. The St. Louis Cord Blood Bank is not a covered entity as defined by HIPAA and is therefore authorized by law to collect the information necessary to meet its statutory purpose and function of collecting, processing and distributing cord blood for human transplantation.

MATERIALS:

NA

RELATED FORMS:

NA

REFERENCES:

Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191, August 21 1996.