Employees Accessing Their Own or a Family Member’s Medical Record

Important Reminders:

You may ONLY access medical records for work-related purposes

The Do's and Don'ts

✅ **DO**

- Access medical records through the same mechanisms available to all other UConn Health patients and their representatives
- Use your work access to view the medical records of a family member ONLY if access is necessary to do your job (i.e., direct patient care or patient registration)

❌ **DO NOT**

- Use your work access to view your own medical records
- Use your work access to view the medical records of your minor child or other individuals for whom you are the legal guardian or representative
- Use your work access to view the medical records of a family member or other relative or friend, if access is NOT necessary to do your job, even if the individual asks you to do so

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