UCDMC Privacy Program

Flowchart A: When is a health care provider required to use a BAA?

Is the vendor performing activities or functions that involve the use or disclosure of PHI on behalf of the health care provider? Activities and functions include, e.g.,
- Claims processing or administration
- Data analysis, processing, or administration
- Utilization review
- Quality assurance
- Billing benefit management
- Practice management
- Repricing

See attached chart for more information on when a use/disclosure is or is not on behalf of the health care provider.

Is the vendor providing services to the health care provider that involves disclosure of PHI by the health care provider? Services include, e.g.,
- Legal
- Actuarial
- Accounting
- Consulting
- Data aggregation
- Management
- Administrative
- Accreditation
- Financial

Yes NO

Is the vendor a member of the health care provider’s workforce?

Yes NO

Is the disclosure to another health care provider for treatment of the individual?

Yes NO

BAA is required

REMINDER

When the UC is functioning as the vendor on behalf of another health care provider, the UC is the BA. Use the “reverse BAA.”