|  |  |  |  |
| --- | --- | --- | --- |
| **PACT#:** |  | | |
| **Completed By:** | |  | |
| **Date Discovered:** | | |  |
| **Date Completed:** | | |  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Risk Assessment Scoring Grid** | | | | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Question** | | **Score** | **Notes** | | | | | | |  |
|  | 1 | a |  |  | | | | | | |  |
|  | 1 | b |  |  | | | | | | |  |
|  | 2 | a |  |  | | | | | | |  |
|  | 2 | b |  |  | | | | | | |  |
|  | 2 | c |  |  | | | | | | |  |
|  | 3 | a |  |  | | | | | | |  |
|  | 4 | a |  |  | | | | | | |  |
|  |  |  |  |  | | | | | | |  |
|  | **TOTAL** | |  |  | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  | **KEY:** |  | < 8 | Low probability that the PHI has been compromised (notification not required) | | | | | | |  |
|  |  |  | 8 - 9 | Medium probability the PHI has been compromised (notification may be required; determined by business leader and Privacy Office based upon facts of specific event) | | | | | | |  |
|  |  |  | 10 or more | High probability the PHI has been compromised (notification will generally be required unless an exception is determined based upon specific facts of the event | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | **\* 2. b. HI** | Automatically triggers notification for disclosure external to VUMC or when believed to have been used for personal use or gain | | | | | | |  |
|  |  |  | **2. c. HI** | Automatically triggers notification if any 2.b. direct identifiers are also disclosed | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |