



Submission ID:  
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### USF Health Care

<b>New:</b>	<input type="checkbox"/>	<b>Revised:</b>	<input checked="" type="checkbox"/>	<b>Supersedes:</b>	07/12/16
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<b>Internal Guideline and Procedure Name:</b>	<b>Workforce Defined under the USF HIPAA Covered Component</b>		
<b>Responsible Office:</b>	Privacy & Healthcare Civil Rights Compliance Program (PHCR)		
<b>Submitted By:</b>	Barbara Wolodzko	<b>Title:</b>	Privacy Officer

Review/Approvals:	Committee Name and/or CEO Name:	Date Approved:
<b>Oversight Committee</b> <i>(if applicable):</i>		
<b>Sr. Assoc. Vice President, USF Health Chief Operating Officer, USF Health CEO, UMSA</b>	Renee Dubault	
<b>USFHC Finance, EMC or CLB</b> <i>(if applicable):</i>		

**OBJECTIVES AND PURPOSES:**

To identify members of the USF HIPAA covered health care components (Covered Component) workforce in accordance with the 45 CFR Part 160 – General Administrative Requirements.

**STATEMENT OF INTERNAL GUIDELINES.**

“Workforce” means employees, volunteers, trainees, and other persons whose conduct, in the performance of work for the Covered Component, is under the direct control of the Covered Component, whether or not they are paid by the Covered Component. The Workforce includes USF credentialed physicians and other healthcare professionals; employees, agency, contractor and temporary personnel, including those under a HIPAA Business Associate Agreement; and Residents/Fellows, students and other trainees regardless of whether they are USF trainees or rotating through USF clinical areas from another institution.

The Covered Component consists of the:

- USF Health Morsani College of Medicine, and its constituent schools and departments (including its School of Physical Therapy and Rehabilitation Sciences);
- Taneja College of Pharmacy;
- USF Student Health Services;
- USF Health Neuroscience Institute (Home of the Johnnie B. Byrd, Sr. Alzheimer’s Center);
- USF College of Behavioral & Community Sciences, Department of Communication Sciences and Speech Disorders;
- USF St. Petersburg campus Family Study Center, Infant Family Center,
- The advance practice providers under USF College of Nursing;
- USF Medical Services Support Corporation (MSSC);
- University Medical Service Association, Inc. (UMSA); and the
- USF administrative and operational units that support them.

The USF HIPAA Covered Components workforce includes all physicians, other healthcare professionals, faculty, employees, trainees, students, volunteers and other personnel of the Covered Components.

**RESPONSIBLE OFFICE:** The preceding was developed by the Privacy Officer, USF Health Privacy & Healthcare Civil Rights Compliance Program (PHCR). Any questions or concerns should be directed to the PHCR at [privacy@usf.edu](mailto:privacy@usf.edu) or (813) 974-2222.

Prior approval: Revised for name change and contact updates 02/27/24, COO 07/12/16, AVP 07/06/16, and USF Health PSAC 12/15/15