

Sample Business Associate Decision Tools

The sample business associate decision-making tools included were developed to assist hospitals and other organizations in determining whether a true business associate relationship under HIPAA exists with the organization's various vendors and other business partners. The tools were developed by member hospitals serving as part of the AHA's HIPAA Advisory Group and by Siemens, the AHA's strategic partner for privacy services. Hospitals may find one of these business associate decision tools helpful in making their own determinations of which of their relationships will indeed qualify as a business associate relationship under the HIPAA privacy regulation and, therefore, require the incorporation of business associate provisions into existing or future contracts and agreements. The sample decision tools can be modified as appropriate for each hospital's decision-making needs.

Questions to Assist Hospitals in Determining Whether A Proper HIPAA Business Associate Relationship Exists (Northwestern Memorial Healthcare)
Business Associates Inventory (Catholic Health Initiatives)
Siemens Business Associate Relationship Test and Inventory Worksheet

For ease of use, an electronic version of the business associate relationship test and inventory worksheet is being made available on the AHA's HIPAA Web site. Click on the "HIPAA" icon under Key Issues.