

## 203 RESIDENT RECORDS

The facility maintains medical records for all residents in accordance with accepted professional standards and practices. The following requirements must be met:(3-17-22)

01.Responsible Staff. That the administrator designates a staff member the responsibility for the accurate maintenance of medical records. If this person is not a Registered Health Information Administrator (RHIA) or a Registered Health Information Technician (RHIT), consultation from such a qualified individual is provided periodically to the designated staff person.(3-17-22)

02.Individual Medical Record. That an individual medical record is maintained for each admission with all entries kept current, dated, and signed.(3-17-22)

03.Confidentiality. That the facility safeguards medical record information against loss, destruction, and unauthorized use.(3-17-22)