



## 09-Data & Transmission Integrity

Approved by: William Voss

Review: Annual

Renewed By:

Effective: March 9, 2025

Revised:

Renewed:

---

# Data & Transmission Integrity

## Policy Statement

It is the policy of River City TMS, PLLC to implement and maintain appropriate electronic mechanisms to corroborate that ePHI has not been altered or destroyed in an unauthorized manner and is transmitted securely.

## Procedure

- **Mechanism to Authenticate ePHI** [§164.312\(c\)\(2\)](#)

- To the fullest extent possible, River City TMS, PLLC shall utilize applications with built-in intelligence that automatically checks for human errors.
- River City TMS, PLLC shall acquire appropriate network-based and host-based intrusion detection systems. The Security Officer shall be responsible for installing, maintaining, and updating such systems.
- To prevent programming or software bugs, River City TMS, PLLC will test its information systems for accuracy and functionality before it starts to use them. River City TMS, PLLC will update its systems when IT vendors release fixes to address known bugs or problems.
- River City TMS, PLLC will install and regularly update antivirus software on all workstations to detect and prevent malicious code from altering or destroying data.
- To prevent exposing magnetic media to a strong magnetic field, workforce members shall keep magnetic media away from strong magnetic fields and heat. For example, computers should not be left in automobiles during the summer months.

- **Transmission Security** [§164.312\(e\)\(1\)](#),

Technical security measures will be implemented to guard against unauthorized access to ePHI that is being transmitted over an electronic communication network, including virus

protection, firewalls, anti-hacking hardware and software, etc.

ePHI shall be electronically transmitted via secure avenues, such as SSL, VPN, WAN, etc.  
Efax Account Set up. HIPAA Protected

- **Transmission Integrity Controls** [§164.312\(e\)\(2\)\(i\)](#)

To prevent transmission errors (such as data duplication and improper modification) as data passes from one system to another, River City TMS, PLLC will use encryption, as determined to be appropriate, to preserve the integrity of data.

River City TMS, PLLC will check for potential transmission errors in its computer systems to prevent poor data integration between different computer systems.

- **Encryption** [§164.312\(e\)\(2\)\(ii\)](#)

Sensitive data and files shall be encrypted before being transmitted through networks. When encrypted data are transferred between agencies, the agencies shall devise a mutually agreeable procedure for secure key management, as noted in [Policy 8: Access Management & Controls](#).