



Dynasplint Systems, Inc

EMAIL ENCRYPTION STATEMENT

Secure Email

Dynasplint Systems, Inc. (DSI) seeks to protect your information from disclosure to unauthorized third parties. Not only is it the right thing to do, it is also required by the Health Insurance Portability and Accountability Act of 1996. (HIPAA)

To secure your information, DSI uses Barracuda Email Security Service that secures outbound email containing protected health information. (PHI) PHI is individually identifiable health information such as name, address, social security number, etc.

A secure email is "encrypted" so that it can't be read by anyone other than the intended recipient. Instead of receiving email directly to your inbox, you will receive an email message that DSI has an email waiting for you on a secure server. A link will take you to that server, where you will create a password to sign and access your DSI secure email.

Process for Retrieving Secure E-mails:

1. A Dynasplint® colleague sends an email containing protected health information.
2. The email is saved on a secure server.
3. The addressee (i.e., the recipient of the email) receives the message saying the email is waiting.
4. The addressee retrieves the message from a secure server and signs into their DSI secure email.

While this process requires some extra steps, it is necessary to ensure the privacy and confidentiality of your data. We appreciate your cooperation.