Zoom – Choosing the Right Account

HIPAA-compliant accounts vs. General account

- HIPAA-compliant accounts (Required with discussion of ePHI)
  - Most research staff, faculty, and students that are part of the Woodruff Health Sciences (SOM, SON, SPH, Yerkes, etc.) should already have a HIPAA compliant Emory Zoom account under the general University HIPAA enterprise account. Cloud recording and transcription are disabled, along with saving chats. Users can record locally on their machine. (https://emory.zoom.us)
  - The Healthcare account is also HIPAA compliant (https://emoryhealthcare.zoom.us)
  - If someone uses the general Emory Zoom account (non-HIPAA) and chooses to record a meeting that needs to be HIPAA compliant, the recording will need to be stored in OneDrive or Trusted Storage. Any recordings in the Zoom Cloud would need to be deleted. (https://emory.zoom.us)

To confirm which Zoom account you are associated with:

- Log in to your Zoom desktop client
- Up in the right hand-side corner, click on profile picture or initials
- Select My Profile, which will open up a Zoom page in web browser
- Use Sign in with SSO, type “emory” or emoryhealthcare” for the domain name and enter your Emory credentials
- On left hand-side bar, select Account Profile
- The page will display an Account Name:
  - Emory University (General, non-HIPAA)
  - Emory Healthcare (Healthcare HIPAA)
  - EUV-HIPAA (University HIPAA)

The Zoom invite link indicates which account it is hosted on:

- emory.zoom.us (University general account, non-HIPAA)
- emoryhealthcare.zoom.us (Healthcare HIPAA account)
- zoom.us (University HIPAA account)