

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)

