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**NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY  
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DEPARTMENT OF RECORDS AND ARCHIVES MANAGEMENT**

AN ANALYSIS OF THE SECURITY AND PRIVACY CONTROL MEASURES  
EMPLOYED IN THE MANAGEMENT OF HEALTH RECORDS. A CASE STUDY  
OF MATER DEI HOSPITAL.

BY

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## ABSTRACT

This study is an analysis the security and privacy control measures employed in the management of health records at Mater Dei Hospital. A case study as a methodology and unit of analysis was used accompanied to gain a better understanding on the security and privacy control measures employed by Mater Dei Hospital. Purposive sampling was used to ensure the data was collected from those with the relevant knowledge. As a result of this analysis, the typical security and privacy control measures in the hospital are revealed. According to the findings, Mater Dei does not have a well-structured records management programme that is comprehensive enough to facilitate sound records management procedures in the hospital. The researcher concluded that there are no proper controls with regards to protecting records from unauthorised access, alteration, manipulation and disclosure. Mater Dei has not yet implemented an effective records management programme or policy and hence no laid down restrictions on access to health records. The study proposes that Mater Dei Hospital adopts a sound records management programme, and also make some investments in records management through developing a policy on recruitment and development of well qualified records management staff.