

HIPAA Media Sanitization & Disposal Checklist

A practical audit-readiness checklist for erasing Protected Health Information (PHI) from drives and devices — based on **45 CFR §164.310(d)(2)(i)**, HHS guidance, and **NIST SP 800-88 Rev.1**.

Standard delete, quick format and repartition do **not** destroy PHI — it stays recoverable, and on SSDs wear-leveling leaves data in reserved cells. Use this checklist when decommissioning any device that stored PHI. Items marked **✓ PIWIPE** are fulfilled automatically by the PIWIPE platform; items marked **Policy** require your organization's documented procedure.

#	REQUIREMENT
☐ 1	Written decommissioning policy Policy Maintain a documented PHI-media disposal procedure aligned with §164.310(d)(2)(i). 45 CFR §164.310
☐ 2	Device inventory record ✓ PIWIPE Every PHI-containing device logged with make, model and serial. PIWIPE auto-records device identity on connection.
☐ 3	Apply NIST 800-88 at the correct level ✓ PIWIPE Choose Clear (single-pass) or Purge (multi-pass / hardware sanitize) per device type. HDD → verified overwrite; SSD/NVMe → ATA/NVMe Sanitize. PIWIPE auto-recommends.
☐ 4	Cover hidden & reserved areas ✓ PIWIPE Remove HPA/DCO on HDDs and sanitize over-provisioned NAND on SSDs so no PHI survives in inaccessible regions.
☐ 5	Tamper-proof certificate per device ✓ PIWIPE Generate a PDF with device serial, method, date, SHA-256 hash and PKCS#7 digital signature for each wipe.
☐ 6	Independent (QR) verification ✓ PIWIPE An auditor must be able to verify each certificate online without a login. PIWIPE prints a QR verification link.
☐ 7	Operator audit trail ✓ PIWIPE Record which technician wiped which device and when — captured on the certificate and in cloud logs.
☐ 8	Retain records for 6 years ✓ PIWIPE HIPAA documentation retention. PIWIPE's cloud console stores certificates indefinitely with 6+ year search/filter.
☐ 9	Breach-notification readiness Policy If a device is lost/stolen, a wipe certificate documents "low probability of compromise." 45 CFR §164.404
☐ 10	Workforce training record Policy Document that operators are trained on media disposal; reference the training in the certificate's operator note.

Automate items 2–8 with PIWIPE.
Wipe HDD, SSD, NVMe, USB & mobile from one console — with audit-ready certificates.

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