

**County Of San Diego
Health and Human Services Agency (HHSa)**

**SUBJECT: Request to Amend Protected Health
Information**

**NO: HHSa-L-2
PAGE: 1 of 1
DATE: September 1, 2017**

**REFERENCE: Health Insurance Portability and Accountability Act (HIPAA); California
Information Practices Act; various State Agreements.**

POLICY: Individuals may request changes to their Protected Health Information. The County shall consider these requests and may grant such requests as required by law. The Agency Compliance Office shall establish procedures for handling such requests.

RESPONSIBILITIES: Privacy laws and regulations such as the Health Insurance Portability and Accountability Act (HIPAA) and the California Information Practices Act (CIPA) outline requirements regarding the confidentiality of and client's rights regarding Protected Information. Many Agency Programs also have Agreements with the State of California that outline additional confidentiality parameters. Compliance with these regulations is addressed in a series of Agency policies and procedures maintained by the Agency Compliance Office.

DEFINITIONS: See HHSa Policy L-30 Privacy Definitions

PROCEDURES: See related procedures and forms at www.cosdcompliance.org.

QUESTIONS: HHSa Privacy Officer at 619-338-2808

Approved:



Christy Carlson
Group Program Manager
Agency Compliance Office