

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

**SUBJECT: Authorization to Use and Disclose
Protected Health Information**

NO: HHSA-L-9
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DATE: September 1, 2017

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

POLICY: The County shall obtain authorization from the individual for the use and disclosure of Protected Health Information as required by law. The Agency Compliance Office shall establish procedures regarding such authorization.

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