

# CONFIDENTIALITY AND HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT

## Purpose

The purpose of this webpage is to provide general information and resources related to NC Confidentiality Laws and Health Insurance Portability and Accountability Act (HIPAA).

## NC Medical Confidentiality and HIPAA Information

The following links are offered as information ONLY.

1. Changes to the NC Communicable Disease Confidentiality Law effective May 4, 2020. New Legislation: Disclosing Communicable Disease Information to Law Enforcement to Prevent or Lessen a Serious or Imminent Threat at [https://canons.sog.unc.edu/new-legislation-disclosing-communicable-disease-information-to-law-enforcement-to-prevent-or-lessen-a-serious-threat/#utm\\_source=rss&utm\\_medium=rss&utm\\_campaign=new-legislation-disclosing-communicable-disease-information-to-law-enforcement-to-prevent-or-lessen-a-serious-threat](https://canons.sog.unc.edu/new-legislation-disclosing-communicable-disease-information-to-law-enforcement-to-prevent-or-lessen-a-serious-threat/#utm_source=rss&utm_medium=rss&utm_campaign=new-legislation-disclosing-communicable-disease-information-to-law-enforcement-to-prevent-or-lessen-a-serious-threat)
2. *Medical Confidentiality Law 101: Introduction to Key Concepts for N.C. Local Health Departments* by Jill D. Moore, Associate Professor of Public Law and Government, UNC-School of Government. The following is a collection of frequently asked questions from the 2011 conference Legal Basics for Human Services Directors & Administrators. <https://www.sog.unc.edu/resources/faq-collections/medical-confidentiality-law-101-introduction-key-concepts-nc-local-health-departments>
3. HIPAA and Medical Confidentiality, various authors, UNC School of Government. <https://www.sog.unc.edu/resources/microsites/north-carolina-public-health-law/hipaa-and-medical-confidentiality>

## NC HIPAA Alliance

The NC Public Health HIPAA Alliance was established in 2016 to address HIPAA questions. Each local health department should have a representative assigned to the Alliance. If you have HIPAA related questions, please address your HIPAA questions to your agency's assigned Alliance member. For more information about the NC Public Health HIPAA Alliance, please review their Charter below:

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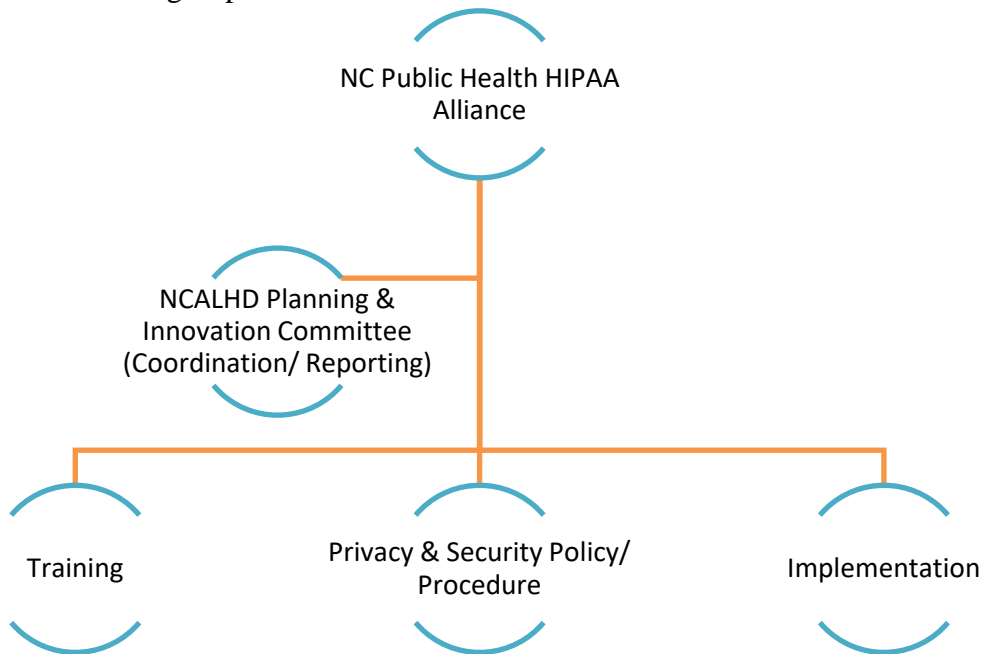
NC Public Health HIPAA Alliance  
Charter

Implemented June 2016

**Background:**

The North Carolina (NC) Public Health HIPAA Alliance was established in spring 2016. The initial vision of the group was to create a network of peers across the state who can meet on a regular basis to share policies, discuss practices, assist one another with HIPAA risk analysis, and facilitate training among local Health Insurance Portability and Accountability Act (HIPAA) Privacy and Security Officers. An initial planning session was held on May 6, 2016. At that time, the group outlined the basic structure to implement, and began work on the group’s mission. The group’s first official meeting was conducted on June 17, with the creation of this charter.

The basic structure of the group is as follows:



**Purpose:**

The NC Public Health HIPAA Alliance is comprised of Public Health Professionals working together to assure HIPAA best practices to our internal and external communities. The purpose of the Alliance is to provide a formal network for HIPAA policy, training, and implementation strategies.

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## **Mission:**

The mission of the NC Public Health HIPAA Alliance is to provide guidance and support for HIPAA related subjects, laws, and concerns. This is accomplished through the development and sharing of resources, research, training, and networking.

## **Structure and Goals of Each Sub-Committee:**

### **Policy & Procedure Committee**

The Policy & Procedure Committee will be led by Theresa Smith and Ashley Stoop. The committee will meet via conference call the third Tuesday of each month at 2 pm. The purpose of the committee is to not only create and outline best-practices surrounding policy and procedure, but also “screen” and share resources for policy implementation and practice.

#### **Short Term Goal:**

- Outline resources and best practices surrounding policy development and implementation to be shared with the HIPAA Alliance.

#### **Long Term Goal:**

- Create policy and procedure templates for both HIPAA Privacy and Security.

### **Training Committee**

The Training Committee will be led by Melissa Blovsky. The committee will meet... The purpose of the committee is to share training resources for staff level training and HIPAA program implementation. The committee will also work with partners statewide to create needed training programs.

#### **Goal:**

- Integrate with both the Policy & Procedure Committee and the Implementation Committee to provide needed HIPAA training for Public Health.

### **Implementation Committee**

The Implementation Committee will be led by Monica Short-Owens and Lashonda Ouk. The committee will meet... The purpose of the committee is to outline HIPAA trends and needs statewide. Members will work on ways to assist local health departments with risk analysis and gap assessments, outline audit best practices, and monitor HIPAA trends, questions, and needs.

#### **Goals:**

- Share best practices and resources with HIPAA Alliance members.
- Identify trends and updates needed for the implementation of electronic Protected Health Information (ePHI).
- Provide HIPAA Risk Assessment tools.

## **Methods:**

### **Composition & Governance:**

The NC Public Health HIPAA Alliance will be comprised of NC Local and State Public Health Professionals with responsibility for HIPAA compliance.



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An executive committee will be comprised of an Alliance Chair and Co-Chair, the liaison to the Health Directors, a Secretary, and a representative from each standing Sub-Committee. The executive committee positions will rotate every two to three years. Members are as follows:

Chair: Ashley Stoop

Co-Chair: Carla Julian

Liaison to the Health Directors: Wanda Robinson

Secretary: Denise Gupton

Policy & Procedure Rep: Carla Julian

Training Rep: Melissa Blovsky

Implementation Rep: Monica Short-Owens, Lashonda Ouk

## **Member Responsibilities:**

NC Public Health HIPAA Alliance members will be considered NC HIPAA ambassadors and will be expected to attend and participate regularly in meetings. Each member is also asked to serve on a sub-committee, however, we do recognize that active participation at all times may be limited due to other obligations.

## **Meetings and Process:**

A face-to-face NC Public Health HIPAA Alliance meeting will be held quarterly (March, June, September, and December). Meeting location will rotate throughout the state in order to limit travel burden. Each meeting will attempt to provide conference call/ screen share capabilities. Notes will be taken at each meeting by the secretary and shared with the membership. Sub-committees will meet via conference call monthly and report out at each quarterly group meeting.

## **Relationships:**

The NC Public Health HIPAA Alliance Health Director Member will be the liaison to the NC Association of Local Health Directors Planning and Innovation Committee.

## **Decision Making:**

Decisions will be made by consensus. The facilitator will determine when time allotment has been met if no consensus is made and will then request a decision via majority rule.

## **Information Sharing:**

The NC Public Health HIPAA Alliance will aim to be a resource for all HIPAA related questions and will partner with experts to provide the most up-to-date information. Resources will be created and shared on a regular basis through file sharing and email groups.

The NC Public Health HIPAA Alliance Charter will be reviewed at least annually.

For more information, contact:

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