

RESOLUTION NO. _____

A RESOLUTION appointing a Steering Committee to implement requirements of the Health Information Portability and Accountability Act (HIPAA).

WHEREAS, the Health Information Portability and Accountability Act (HIPAA) was enacted on August 21, 1996 by Congress; and

WHEREAS, HIPAA provides for improved efficiency and effectiveness of the health care system by standardizing the format, content, and data elements in electronic health care transactions; and

WHEREAS, HIPAA provides for streamlined processes and lower overall administrative costs of health care in the United States; and

WHEREAS, HIPAA provides for control over the disclosure of health care information that identifies an individual; and

WHEREAS, HIPAA affects policies, procedures, contracts, technology, and employee training relating to the collection and dissemination of individual health care information gathered during the course of County business;

NOW, THEREFORE, the Board of County Commissioners of Thurston County, State of Washington, does resolve as follows:

Section 1. The following individuals are hereby appointed to the Steering Committee:

- Sherri McDonald, Public Health & Social Services
- Kristin Larson Doyle, Office of Prosecuting Attorney
- Dotty Tryk, County Administrator's Office
- Tammy Devlin, Human Resources
- Brian Ferris, Central Services

Section 2. The HIPAA Steering Committee is responsible for managing the process of planning, implementing, and evaluating compliance with the Health Information Portability and Accountability Act (HIPAA) for Thurston County Government.

Section 3. Objectives of the Steering Committee:

1. Gather information about HIPAA, evaluate applicability, and disseminate this information to appropriate individuals and agencies within Thurston County.
2. Conduct a HIPAA survey of all Thurston County government offices and departments to determine risks, gaps, and compliance issues.

3. Make a recommendation to the Board of County Commissioners regarding Covered Entity Status of Thurston County government offices and departments.
4. Select necessary HIPAA Committee and Subcommittee members from offices and departments affected by HIPAA.
5. Lead implementation of necessary changes in policies, procedures, contracts, technology, and employee training to gain compliance with HIPAA.
6. Create an initial and ongoing HIPAA audit plan for Thurston County.

Section 4. The following individual is hereby appointed HIPAA Privacy Official:

- Tammy Devlin, Risk Manager, Human Resources Department
- The Privacy Official will oversee HIPAA compliance requirements regarding standards for privacy of individually identifiable health information gathered in the course of County business.

Section 5. The following individual is hereby appointed HIPAA Security Official:

- Brian Ferris, Information Technology Manager, Central Services Department
- The Security Official will oversee HIPAA compliance requirements regarding standards for electronic security to assure the confidentiality, integrity, and availability of identifiable health information gathered in the course of County business.

ADOPTED this _____ day of April, 2002.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
Thurston County, Washington

Clerk of the Board

Cathy Wolfe, Chair

APPROVED AS TO FORM:
EDWARD G. HOLM
PROSECUTING ATTORNEY

Diane Oberquell, Member

By: _____
Deputy Prosecuting Attorney

Kevin O'Sullivan, Member