

SAN MATEO COUNTY
MENTAL HEALTH SERVICES DIVISION

DATE: June 11, 2003

MENTAL HEALTH POLICY NO.: MH 03-17

SUBJECT: Mental Health Managed Care Plan – HIPAA Compliance

AUTHORITY: HIPAA Privacy Regulations 45 CFR Part 160 & 164; Medicaid Managed Care Regulations Sec.438.224

SUPERSEDES: New Policy

ATTACHMENT: Index of HIPAA-Related Policies and Procedures

BACKGROUND

The Mental Health Managed Care Plan for Medicaid Beneficiaries (MHP) is a covered entity as defined by the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

PURPOSE

To establish policies and procedures for the MHP in compliance with HIPAA Privacy Regulations.

POLICY

All policies and procedures implemented by San Mateo County Mental Health Services and by the County of San Mateo, in fulfillment of requirements for Covered Entities as identified in HIPAA, are listed in the attached Index of HIPAA-Related Policies and Procedures and are incorporated by reference into this policy. This policy further affirms that:

- The County Privacy Officer is the Privacy Officer for the MHP.
- The Notice of Privacy Practices shall be distributed according to the procedures defined in MH Policy 03-02, pp.2-3
- Grievance Procedures shall be implemented as outlined in MH Policy 03-03.
- All ACCESS staff serving the Mental Health Plan shall receive training in privacy and confidentiality.

Approved: _____
Gale Bataille, Director
Mental Health Services Divisi