

PLUMAS COUNTY, CALIFORNIA



HIPAA RELATED POLICY AND PROCEDURES

EFFECTIVE APRIL 14, 2003

SANCTIONS FOR WORKFORCE VIOLATIONS OF THE COUNTY'S HIPAA RELATED POLICIES

Policy:

Plumas County will apply sanctions against members of its workforce who fail to comply with the Privacy Rules and related Policies and Procedures.

Purpose:

The potential exists for an individual's health information to be disclosed incidentally during customary and essential communication and practices. It is essential that staff use precautions with communication yet be able to provide quick, effective and high quality health care.

Responsibilities:

Plumas County will provide the workforce with training that will include the expectations, the exceptions to sanctions, and samples of violations.

Sanctions may not be applied for whistleblower activities, complaints and investigations.

Plumas County must retain documentation of HIPAA privacy sanctions for 6 years.

Process:

The type of sanction will vary depending on factors such as the severity of the violation, whether violation was intentional or unintentional, whether the violation indicated a pattern of improper use or disclosure of protected health information. Sanctions could range from warning to termination.

Plumas County must document the sanctions that are applied, if any.

The County personnel rules shall be amended to reflect this sanctions policy.

Date Issued: April 14, 2003

Last revision date:

Reference: 45 CFR 164.502(a)(1)(iii) & (j)(1) & (2), 45 CFR 164.510(b)(3), 45 CFR 164.528(a)(1), and 45 CFR 164.530(c),(e)(1) & (2), (f), (g) & (j).