

**City of Carson City
Agenda Report**

Date Submitted: October 7, 2014

Agenda Date Requested: October 16, 2014

Time Requested: 15 minutes

To: Carson City Board of Health

From: Health & Human Services Department (Nicki Aaker)

Subject Title: Discussion Only: Present and discuss the Health Insurance Portability and Accountability Act (HIPAA) requirements as related to the Health Department. (*Elaine Bergenheier*)

Staff Summary: The Health Insurance Portability and Accountability Act (HIPAA) is comprised of the Privacy Rule and the Security Rule. The Health Department falls under HIPAA since we are health care provider which conducts certain transactions electronically. Within the city, through an interdepartmental process, we completed a risk assessment and have taken measures to comply with HIPAA requirements.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify) Information Only

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: Presentation and discussion only

Explanation for Recommended Board Action: N/A

Applicable Statute, Code, Policy, Rule or Regulation: N/A

Fiscal Impact: N/A

Explanation of Impact: N/A

Funding Source: N/A

Alternatives: N/A

Supporting Material: N/A

Prepared By: Nicki Aaker, MSN, MPH, RN

Reviewed By: D. Aaker Date: 10/7/14
(Department Head)
Nicholas Marino Date: 10/7/14
(City Manager)
[Signature] Date: 10/7/14
(District Attorney)
[Signature] Date: 10/7/14
(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
2) _____ _____

(Vote Recorded By)