

**PASSED**

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

03-1-21-2

IN THE MATTER OF AMENDING CHAPTER 2 OF LANE MANUAL TO ADOPT A LANE MANUAL POLICY ON COMPLIANCE WITH HIPAA LAW (LM 2.182); DESIGNATING COUNTY HEALTH CARE COMPONENTS; DESIGNATING A PRIVACY OFFICER AND CONTACT PERSONS AND AUTHORIZING THE COUNTY ADMINISTRATOR TO ADOPT HIPAA PROCEDURES

WHEREAS, the Health Insurance Portability and Accountability Act (HIPAA), and implementing regulations, benefit Lane County residents and employees by providing greater efficiency, privacy protections, and rights to control protected health care information; and

WHEREAS, programs within certain Lane County departments provide services covered by HIPAA, and a number of county departments and programs fall outside its scope; and

WHEREAS, designating Lane County personnel to be assigned certain HIPAA responsibilities would help assure Lane County's compliance with this law;

NOW, THEREFORE, the Board of County Commissioners of Lane County orders as follows:

1. Lane County government is designated as a "hybrid covered entity" for purposes of HIPAA compliance, and the programs and functions of the Department of Management Services, Department of Youth Services, Sheriff's Office, and Department of Health and Human Services set forth on attached Exhibit 1, along with the support activities provided by the County's Internal Auditor, the Office of Legal Counsel, and the Information Services Department to each of the previously listed departments are designated as Lane County's "health care components."

2. Lane Manual Chapter 2 is hereby amended by removing, substituting and adding the following section:

**REMOVE THIS SECTION**

NONE

**INSERT THIS SECTION**

2.182

as located on pages 2-12  
(a total of 1 page)

Said sections are attached hereto and incorporated herein by reference. The purpose of this substitution and addition is to add new LM section 2.182 which establishes provisions pertaining to the Health Insurance Portability and Accountability Act (HIPAA) (LM 2.182).

3. Lane County's Internal Auditor is designated as the Lane County Privacy Officer; and the Assistant Director of the Department of Health and Human Services, the Risk and Benefits Manager for the Department of Management Services, the Human Resources Coordinator for the Sheriff's Office, and the Director of Youth Services are all designated as department Privacy Officer/Contact Persons. The Director of the Department of Health and Human Services, the Director

of the Department of Management Services, the Sheriff, and the Director of Youth Services are delegated the authority to designate, in writing, any additional or substitute department Privacy Officer/Contact Persons they deem necessary, from time to time, to assist with HIPAA compliance.

4. The County Administrator is delegated the authority to adopt all additional HIPAA procedures and administrative policy directives he deems necessary in order for Lane County to comply with that law.

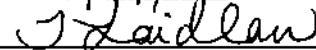
Adopted this 21st day of January 2003.



Chair, Lane County Board of Commissioners

APPROVED AS TO FORM

Date 1/17/03 Lane County



OFFICE OF LEGAL COUNSEL

**2.182 Policy Regarding HIPAA**

It is Lane County's policy to support implementation of the federal Health Insurance Portability and Accountability Act ("HIPAA") and regulations as applicable to health care functions and activities of certain Lane County departments and on the required compliance deadlines. This federal law and its implementing regulations promote patients' trust in the health care system by providing national standards protecting the privacy and security of their private health information and providing them rights to control access to such information. The uniform standards, code sets, and identifiers for carrying out administrative financial health transactions on line were designed to promote efficiency and flexibility in patients receiving health care services and in billing and receiving payment from health plans and other payors. Members of the public and employees of Lane County are entitled to the same benefits and protections when their protected health care information is created or received by a Lane County department program or activity providing health care or serving as a health plan, or health care clearinghouse covered by HIPAA.

The County Administrator is delegated authority to adopt procedures and administrative policy directives to implement HIPAA to the extent it applies to work performed by Lane County departments which is covered by that law.

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Bold indicates material being added  
~~Strikethrough~~ indicates material being deleted

**LEGISLATIVE  
FORMAT**

~~2.182~~

Lane Manual

2.182-2.182

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# Lane County Hybrid Covered Entity

