

## Cabinet for Health and Family Services Division of Health Information

### *Policies – Information Technology*

**Category: 2 000.000**

**Category Title: PARTICIPANT OBLIGATIONS**

**Policy Title: Notice of Privacy Practices**

**Policy: Notice of Privacy Practices:** Each Participant may develop and maintain a notice of privacy practices (the "Notice") concerning electronic exchange of protected health information with the KHIE. The Notice should describe the uses and disclosures of protected health information contemplated through the Participant's participation in KHIE.

**Content:** Any such Notice should meet the content requirements set forth under the HIPAA Privacy Rule, comply with applicable laws and regulations, and provide notice of the Participant's activity in the KHIE. Participants may individually determine whether their current Notice requires amendment to reflect their contemplated uses and disclosure of protected health information through the KHIE.


**Dissemination and Individual Awareness:** Each Participant may have its own policies and procedures governing distribution of the Notice to individuals, and, where applicable, acknowledgment of receipt by the individual, which policies and procedures shall comply with applicable laws and regulations.

**Participant Choice:** Participants may choose a more proactive Notice distribution or patient awareness process than provided here and may include more detail in their Notice, so long as any expanded detail does not misstate the safeguards supporting KHIE.

**Scope:** This policy applies to the Participants and their Authorized Users, including all persons providing contractor services.

**Policy/Procedure Maintenance Responsibility:** The Division of Health Information is responsible for the maintenance of this policy.

**Exceptions:** There are no exceptions to this policy.





**Review Cycle:** Bi-Annual

**Timeline:**

Review Date: 05-26-2022

Review Date: 12-19-2019

Review Date: 08-01-2018

Effective Date: 06-15-2011



**KENTUCKY**  
**HEALTH INFORMATION EXCHANGE**

Connecting Kentucky. Improving Healthcare.

**Kentucky Health Information Exchange**  
8 Mill Creek Park  
Frankfort, Kentucky 40601  
(502) 564-7992