

SECTION: OPERATIONS

TITLE: PRIVACY POLICY

ADOPTED: November 10, 2005

REVISED: November 10, 2005

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CATASAUQUA AREA SCHOOL DISTRICT

Philosophy

The Catasauqua Area School District believes in the protection of individual health information, in accordance with HIPAA regulations. The Catasauqua Area School District will adhere to all laws, regulations, statutes and policies relative to HIPAA.

General Information

The Catasauqua Area School District, Plan Sponsor of the Plans, is required by the Health Insurance Portability and Accountability Act of 1996 and its regulations (the "Law") to maintain the privacy of protected health information ("PHI") and to provide plan participants with notice of its legal duties and privacy practices with respect to PHI. PHI is any individually identifiable information about your mental or physical condition in electronic, written, or oral form that pertains to your past, present or future mental or physical condition, the provision of health care services for that condition, and the payment for those services.

Notice of Privacy Practices

It is the policy of the Catasauqua Area School District to provide upon request plan participants with a Notice of Privacy Practices that describes the Plans required and permitted uses and disclosures of their PHI.

Procedures

All procedures relative to this HIPAA policy will be identified and maintained within the district administrative procedure manual.

Training

The Privacy Official (Superintendent) will oversee the training of all new employees and current staff who have contact with PHI.

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