

Stark County Board of Developmental Disabilities


HIPAA Procedure 22: HIPAA Limited Data Sets	Effective: 4/14/2003
Chapter 2: Agency Administration	Page 1 of 1

Subject: HIPAA Limited Data Sets

The term “limited data set” is defined under the Privacy Rule as a meaningful unit of information exchanged between two parties to a transaction. A limited data set does not contain personally identifiable information. Thus, limited data sets are generally created by removing personally identifiable information from general health information in order to be used or disclosed without having to comply with many of the restrictions placed on disclosure by the Health Insurance Portability and Accountability Act (“HIPAA”) Privacy Rule.

The Privacy Rule would permit the Board to use a “limited data set” for research, public health or healthcare operation under certain circumstances. The use of a limited data set must be approved by the Board or Superintendent as required by Board policy and/or procedure, including but not limited to, the execution of a Limited Data Set Use Agreement.

The Privacy Officer must ensure that all uses and disclosures of limited data sets by a staff member is authorized prior to the use or disclosure of the information. The Privacy Officer is responsible for ensuring that all approved uses or disclosures of limited data sets comply with the requirements of the Privacy Rule, Board Policy/Procedures, and all applicable state and federal laws.

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Applies to:</td> <td style="width: 15%;">Yes</td> <td style="width: 15%;">No</td> </tr> <tr> <td>All employees</td> <td style="text-align: center;">X</td> <td></td> </tr> <tr> <td>Non Represented</td> <td></td> <td></td> </tr> <tr> <td>SCEPTA</td> <td></td> <td></td> </tr> <tr> <td>SCDD SSA</td> <td></td> <td></td> </tr> <tr> <td colspan="3"><u>(1) See Current Bargaining Agreement</u></td> </tr> </table>	Applies to:	Yes	No	All employees	X		Non Represented			SCEPTA			SCDD SSA			<u>(1) See Current Bargaining Agreement</u>			<p>Historical Resolution Information Policy 2.22 HIPAA</p>
Applies to:	Yes	No																	
All employees	X																		
Non Represented																			
SCEPTA																			
SCDD SSA																			
<u>(1) See Current Bargaining Agreement</u>																			
Superintendent’s Signature: 	Reviewer(s): Privacy Officer Security Officer																		