

## NORTHCARE NETWORK

<b>POLICY TITLE:</b> COVID-19 Test Results from MiHIN	<b>CATEGORY:</b> Information Management	
<b>EFFECTIVE DATE:</b> 10/28/20	<b>BOARD APPROVAL DATE:</b> 11/18/20	
<b>REVIEW DATE:</b> 6/28/22	<b>REVISION(S) TO POLICY STATEMENT:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>OTHER REVISION(S):</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>RESPONSIBLE PARTY:</b> CIO	<b>CEO APPROVAL DATE:</b> 7/12/22 Dr. Tim Kangas, CEO	

### **APPLIES TO**

NorthCare Personnel  
Member CMHSPs

### **POLICY**

It is the policy of NorthCare Network to provide access to COVID-19 test results on a “minimum necessary, need to know” basis for consumers receiving services while setting standards to ensure confidentiality.

### **PURPOSE**

To provide NorthCare Network staff and Member CMHSP staff with access to COVID-19 test results provided through MiHIN for the intended purpose of care coordination and population health and provide an alert to ensure the safety of both the consumer and staff member(s).

### **DEFINITIONS**

Minimum Necessary - *Minimum necessary applies* when using or disclosing protected health information or when requesting protected health information from another covered entity or business associate, a covered entity or business associate must make reasonable efforts to limit protected health information to the minimum necessary to accomplish the intended purpose (need to know) of the use, disclosure, or request.

### **REFERENCES**

- HIPAA - CFR-2019-title45-vol2-part164-subpartE

### **HISTORY**

NEW POLICY: 10/28/20

REVISION DATE: N/A

REVIEW DATE: 8/26/21, 6/28/22

CEO APPROVAL DATE: 10/28/20, 9/7/21, 7/12/22

BOARD APPROVAL DATE: 11/18/20

## **PROCEDURES**

1. COVID-19 Test Results
  - a. MiHIN sends COVID-19 lab results to PCE who will bring into the ELMER consumer record.
  - b. A link at the top right-hand corner of the chart labeled "COVID-19 Test Results" will house the results.
2. Staff are able to click on the link to see results to:
  - a. determine best method of service delivery, i.e. face-to-face or telehealth-to-face appointment;
  - b. ensure proper safety measures are in place, if test is positive (i.e, PPE, changing service to telehealth), are used if face-to-face appointment is scheduled.
3. Access to this link may be monitored to ensure staff access is appropriate. Any inappropriate access will be grounds for disciplinary measures.