



Series: 1100

Policy Name: Subcontractors

Policy Number: 1113

Regulations: 45 C.F.R. 164.314; DCF CFOP 50-2; DCF CFOP 60-17 - Chapter 1-7

Origination Date: 6/11/2021

Revision Date:

Policy:

Communities Connected for Kids (CCKids) will require all Subcontractors that contract with CCKids to complete a Business Associate form as part of their contracting.

Procedure:

Communities Connected for Kids subcontractors will use the appropriate administrative safeguards as set forth at 45 CFR § 164.308, physical safeguards as set forth at 45 CFR § 164.310, and technical safeguards as set forth at 45 CFR § 164.312; including, policies and procedures regarding the protection of PHI and/ or ePHI set forth at 45 CFR § 164.316 and the provisions of training on such policies and procedures to applicable employees, independent contractors, and volunteers, that reasonably and appropriately protect the confidentiality, integrity, and availability of the PHI and/ or ePHI that the provider creates, receives, maintains or transmits.

Communities Connected for Kids Subcontractors will report to covered entity any use or disclosure of protected health information not provided for by this Attachment of which it becomes aware, including breaches of unsecured protected health information as required at 45 CFR 164.410, and any security incident of which it becomes aware; 2.1.5 Notify the Department's Security Officer, Privacy Officer and the Contract Manager as soon as possible, but no later than five (5) business days following the determination of any breach or potential breach of personal and confidential departmental data; Notify the Privacy Officer and Contract Manager within (24) hours of notification by the US Department of Health and Human Services of any investigations, compliance reviews or inquiries by the US Department of Health and Human Services concerning violations of HIP AA (Privacy, Security Breach).

In accordance with 45 CFR 164.502(e)(1)(ii) and 164.308(b)(2), if applicable, Communities Connected for Kids will ensure that any subcontractors that create, receive, maintain, or transmit protected health information on behalf of the business associate agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information. Business Associates must attain satisfactory assurance in the form of a written contract or other written agreement with their business associates or subcontractors that meets the applicable requirements of 164.504(e)(2) that the Business Associate or Subcontractor will appropriately safeguard the information. For prior contracts or other arrangements, the provider shall provide written certification that its implementation complies with the terms of 45 CFR 164.532(d)

Approved: Carol Deloach
Carol Deloach, CEO
June 21, 2021