**Next Steps:**

-AHS HIPAA training (Sarah find and give info to Alexa)

- Ask staff about what they know/need to know re: confidentiality (Alexa)

-Ask consumers what’s important about confidentiality

\* Whitney Nichols (Sarah connect)

-Research training &/or policies, materials with content that could be useful? (on HIPAA, confidentiality or 42cfr…)

\* Bazelon Institute (Alexa online or call)

\* VNADSV – Kara Casey? (confidentiality in general) (Sarah connect)

\* Pathways policy (Amos will check)

\* Capstone (dawn will check)

\* Sarah will send a couple examples (from community partners)

\* Renee Weeks, UVH confidentiality policies (Sarah connect)

\* WCMH or other Community Mental Health Agency – HIPAA compliance officers and policies. Sally Benvinuti (sp?) (Amos will connect to Alexa)

\* HIPAA Compliance Checklist from AHS (Sarah to forward)

\* SAMSHA (look online)

         An Appendix to the Partnership Agreement on *CE Confidentiality Principles and Policies*

* *Outline (goal – 1 double sided page)*
  + *Principles - Right to privacy, “need to know”, etc.*
  + *Understanding HIPAA*
  + *Understanding 42 cfr*
  + *Impact of Confidentiality on the way we work – administrative practices, email, workstations, etc.* 
    - *Your organization must have written confidentiality policies and procedures in place.*
  + *Use ROI*
  + *Training resources – link to other resources*
  + *A CE template staff confidentiality agreement*

         a training resource (e.g., archived webinar?) for staff

\* How to use the ROI