

**ECONOMIC OPPORTUNITY COUNCIL OF SUFFOLK, INC. (EOC)
NYS ARTICLE 27-F HIV CONFIDENTIALITY LAW AND HEALTH INSURANCE PORTABILITY AND
ACCOUNTABILITY ACT (HIPAA)**

A central part of EOC's Corporate Compliance Program is adhering to the laws and requirements pertaining to client privacy, protected health information and the general principles of confidentiality. EOC expects all affected individuals to maintain the confidentiality and security of both employee and client health information at all times.

Due to the importance of compliance with NYS Article 27-F Confidentiality Law and HIPAA regulations, a separate training and acknowledgement is required for all new employees. Training is also to be conducted on an annual basis.

Affected individuals who observe or suspects any violation of the confidentiality policies should report their concerns to the compliance officer or a member of the EOC's Compliance Committee.

Confidentiality of Participant Information

EOC's employees have access to highly private and confidential individually identifiable information. All affected individuals shall conduct themselves in a manner that maintains the confidentiality of client information. They shall not disclose any client specific information unless it is done pursuant to the client's written authorization or for purposes of treatment, payment or healthcare operations. Upon employment, all affected individuals sign a confidentiality statement to assure client confidentiality.

Privacy Rights of Clients

Contained within regulations for NYS Article 27-F Confidentiality Law/HIPAA are specific rights that clients have regarding the privacy of their protected health information.

EOC complies with all NYS Article 27-F Confidentiality Law/HIPAA privacy regulations including:

- the right to inspect and copy
- the right to amend
- the right to an accounting of disclosure
- the right to request restrictions
- the right to request confidential communications
- the right to a paper copy of the Notice of Privacy Practices (HIPAA)