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California Department of Public Health



EDMUND G. BROWN JR.  
Governor

DATE: JANUARY 21, 2016

TO: MATERNAL, CHILD AND ADOLESCENT HEALTH (MCAH)  
DIRECTORS, MCAH COORDINATORS AND BLACK INFANT HEALTH  
(BIH) PROGRAM COORDINATORS

SUBJECT: ADDENDUM TO THE BIH CONFIDENTIALITY AND SECURITY OF  
RECORDS POLICY AND PROCEDURE 100-20  
BIH PROGRAM POLICY ALERT LETTER #2015/16-02

### Purpose

This Program Policy Alert Letter is to inform Local Health Jurisdiction (LHJ) BIH Programs of an addendum to the Confidentiality and Security of Records BIH Policy and Procedure 100-20.

### Action

Please refer to to the addendum, "Information Privacy and Security Requirements" detailing California Department of Public Health requirements related to information privacy and security that all BIH LHJs must adhere to. Please note that the term "Contractor", refers to BIH LHJs.

Please contact your BIH Program Consultant for questions.

Sincerely,

Laurel Cima-Coates, MPA, Chief  
Program Standards Branch

Enclosure

cc: Robin Qualls, BSN, MPH  
Nurse Consultant III  
Program Standards Branch

