Napa County Continuum of Care
Homeless Management Information System (HMIS)

A Tradition of Stewardship
A Commitment to Service

CLIENT INFORMED CONSENT & RELEASE OF INFORMATION AUTHORIZATION

_____ (***enter your agency's name in the space***) is a Partner Agency in the Homeless Management Information System. HMIS is a shared homeless and housing database system administered by the Napa County Continuum of Care. HMIS can improve the services and programs for homeless and low-income households by allowing authorized staff at Partner Agencies to share client information and to follow trends and service patterns over time. HMIS operates over the Internet and uses many security protections to ensure confidentiality.

How do you benefit from providing your consent to release your personal information?
The personal information contained in the HMIS database helps us to identify and coordinate the most effective services and resources for you and members of your family. As you receive services, information will be collected about you, the services provided to you, and the outcomes these services help you to achieve.

- Your name and other identifying information **will not** be shared with any agency not participating in the system (unless we are required to do so by law).
- Your name, gender, race, social security number, and date of birth may be shared with Partner Agencies for identification purposes even if you elect not to share other relevant information.
- Your information will be shared with Partnership Health Plan to assist them in coordinating care.
- A list of Partner Agencies is available on the next page.
- Authorizing your information to be entered into HMIS is voluntary.
- Refusing to do so will not prevent you from receiving services. However, it may limit our ability to coordinate your care and services between HMIS partner agencies.

How is your personal information protected?
Your information is protected by the federal HMIS Privacy Standards and is secured by passwords and encryption technology. In addition, each HMIS User and member of the Participating Agencies has signed an agreement to maintain the security and confidentiality of this form.

Please initial ONE of the following levels of consent:

_____ **(1)** I give authorization for my basic and relevant information to be entered into HMIS and shared between Partner Agencies. I understand I have the right to receive a copy of all information shared between Partner Agencies.

_____ **(2)** I give authorization for my basic and relevant information to be entered into HMIS, but **not** shared between Partner Agencies.

I understand that I may cancel this authorization at any time by written request, but that the cancellation will not be retroactive. I understand that this release is *valid for three years* from the date of my signature below.

_____   _____   _____
Print Name of Client or Guardian   Signature of Client or Guardian   Date

Note: A separate HIPAA-compliant authorization is required for disclosure of any patient health information, including mental health and drug and alcohol information protected by any State or Federal privacy law including, but not limited to, Health Insurance Portability and Accountability Act ("HIPAA"), 45 C.F.R. parts 160 and 164, California Confidentiality of Medical Information Act ("CMIA"), Civil Codes sections 56-56.16, Welfare and Institutions Code section 5328, or 42 C.F.R. part 2.1 et se

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I have requested services and I authorize the release of information to these agencies <u>unless</u> I have entered a check and my initials in the box next to the agency name.

HMIS Participating Agencies:

☐ Abode Services	☐ Community Action of Napa Valley	☐ Napa Valley Community Housing
☐ Buckelew	☐ Health & Human Services Agency Programs	☐ Napa Valley Housing Authority
☐ Catholic Charities	☐ Home to Stay Program	☐ NPD–Outreach
☐ CLARITY (HMIS Software)	☐ Mentis (Formerly: *Family Service of Napa Valley*)	☐ Progress Foundation – Hartle Court

Working Group to End Veteran Homelessness

Working Group to End Veteran Homelessness is a program for the purposes of helping Veterans obtain housing and necessary supportive services. Program partners include:

☐ Abode Services	☐ Health & Human Services Agency	☐ United States Department of Veterans
☐ City of Napa Housing Authority	☐ Napa Police Department - Outreach Program	☐ Veterans Resource Centers of America
☐ Community Action of Napa Valley	☐ Queen of the Valley Medical Center	

Whole Person Care

Whole Person Care is a new program that provides services, including primary and mental health services, as well as housing resources. Your information may be exchanged on a by-name basis with program partners for purposes of monitoring the effectiveness of the program overall and individually for you as a participant in the program. Program partners include:

☐ Abode Services	☐ Fair Housing of Napa Valley	☐ Napa County Probation
☐ CARE Network	☐ Health & Human Services Agency Programs	☐ Ole Health
☐ Collabria Care	☐ HMIS Participating Agencies (see above)	☐ Partnership Health Plan
☐ City of Napa Housing Authority	☐ Kaiser Permanente	☐ Queen of the Valley Medical Center
☐ Collective Medical Technologies	☐ McAlister Institute	☐ St. Helena Hospital

Other Agencies & Programs

☐ Contact (present/potential landlord)
    Name: _____
    Phone: _____
☐ COPE
☐ Employer
☐ Legal Aid
☐ McAlister Institute
☐ NEWS (Napa Emergency Women's Services)
☐ Partnership Health Plan
☐ Physician:
☐ Probation/Parole
☐ Progress Foundation
☐ V.O.I.C.E.S
☐ Other:_____

County Health & Human Services Agency

☐ CalWORKS
☐ Community Links/Enlaces Comunitarios
☐ CSOA
☐ CSOA Veteran Services
☐ Drug and Alcohol Services
☐ Family Preservation
☐ Job Connection
☐ Mental Health
☐ Season of Sharing
☐ Self Sufficiency Services
    Other: _____

☐ Medi-Cal beneficiaries.