

# GA HMIS Privacy Policy FAQ

## **What does this change mean?**

Effective April 15, 2021, the GA HMIS Implementation privacy policy will change from a consent to share to implied consent to share with the option for the client to opt-out.

## **How will this be applied to new and existing clients?**

- New clients that are enrolled after the effective date of the policy, will automatically have their sharing set to Share program and transactional data.
- Existing clients will be updated as caseworkers interact with them and will update the clients sharing by manually updating on the Family Release screen.

## **How will that information be recorded in ClientTrack?**

- The Family Members form will default to sharing demographics and transactional data when creating a new family member.
- The Basic Client Information form will default to sharing demographics and transactional data when creating a new client.

## **What other documents will change?**

- Privacy Policy
- Privacy Notice
- Standard Operating Procedures
- Agency Participation Agreement
- End User Participation Agreement

## **Are there any new forms we will need to use?**

- GA HMIS Client Data Sharing Opt-Out Form

## **Are there any forms that will no longer be used?**

- GA HMS Client Consent – Supplemental Form
- GA HMIS Client Consent – Revocation Form

## **Are these changes incorporated into the New User Training?**

Yes, the changes will be made in the New User Videos that address the privacy policy and the Privacy, Security and Confidentiality videos

## **What other changes will we notice this change?**

Changes will be made in the Cognito Training Videos and Assessment form when a new agency and new end users complete their assessment prior to getting access to ClientTrack

**How do I explain this to a client?**

The HMIS Lead Team has provided a sample script to share with the client to ease into this new process.

**Is the Policy for ESG Programs?**

**Where can we get access to the new updated documents?**

**Do protected agencies need to have their clients complete the Opt -Out form?**

**Can we use the Opt-Out form for Virtual/Phone engagements**

**What if we have a question?**

The HMIS Lead team will be hosting a webinar on Tuesday, April 13 at \_\_\_\_\_ to provide an overview of these new changes and allow any end users to ask questions.