

Sent on Behalf of DES/DDD

POLICY UPDATE - MAY 29, 2025

Target Audience - Qualified Vendors and Providers

Transmittal Date - 05/30/2025

The DDD Policy Unit published revised policies on Thursday, May 29, 2025. The policies are available on the Division's [Policy webpage](#).

REVISED POLICIES

[Division Operations Policy 6007 Records Management](#)

This policy was revised with the following updates:

- Updated definitions.
- Added Sections for "Access to Electronic Records" and "Records Requests".
- Added training requirements.

[Division Operations Policy 7013 Confidentiality / Confidentiality Officer](#)

This policy has been updated to align with NCQA accreditation standards.

- Updated Definitions.
- Updated sections for permissible and impermissible use.
- Updated training requirement for HIPPA training.

RETIRED POLICIES

Division Operations Policy 6001-B Release of Information

- This policy has been retired as information has been incorporated into Division Operations Policy 6007 Records Management.

POLICY PUBLIC COMMENT

The Division is currently accepting public comments regarding Division policies. The policy revisions can be found on the [Policy page](#) of the Division's website. This form, <https://forms.gle/4MGCsdyKTRPjNa3m9>, can be used to submit public comments.