



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

NEW ONLINE HIPAA BREACH REPORTING FORM

Target Audience - Qualified Vendors and Providers

Transmittal Date - 5/14/2019

DDD is making changes to current practices to enhance reporting of potential HIPAA breaches. These changes will provide a consistent method for internal and external entities to report a potential breach.

The Incident Management System (IMS) will no longer be utilized for reporting HIPAA breaches effective 05/31/19. Please discontinue use of IMS and start using and referring suspected breaches to [the new on-line reporting form](#).

The screenshot shows the Arizona Department of Economic Security website. The header includes the department's name, logo, and search bar. The main navigation menu includes links for Home, About, Services, How do I?, Documents Center, Online Services, Media Center, Office Locator, and Careers. The breadcrumb trail indicates the user is in the 'File a HIPAA Complaint - Protected Health Information (PHI)' section. The page title is 'File a HIPAA Complaint - Protected Health Information (PHI)'. The content explains that users can file a HIPAA complaint if they believe any of the following has occurred:

- You/your child's protected health information was disclosed by DES workforce, or a business associate of (Department of Economic Security) DES, without your written authorization and no exception exists under the Privacy Rules (e.g., disclosure for treatment purposes);
- You were entitled to a Notice of Privacy Practices from a DES covered component and were not provided with one;
- Your request to DES or a Business Associate of DES to access protected health information was denied or was not provided in the time frame required by the Privacy Rules;
- A DES covered component failed to provide a required accounting of disclosures within the time frame required by the Privacy Rules;
- Your request to DES or a Business Associate of DES to amend protected health information to DES/the Business Associate created was denied;
- Your request to DES or a Business Associate of DES to restrict protected health information was denied;
- Your request to DES or a Business Associate of DES for communication in an alternative format or alternate location was denied;
- Any other Privacy violation.

Below the list, there is a link to 'Check HIPAA FAQ for more information.' and a form field labeled 'Subject(s) of Allegation' with a text area for 'Information about the person or business you are reporting who committed the potential breach.' The form has two radio button options: 'Staff' and 'Business/Provider/Contractor'.

If you have any questions, please contact DDD Privacy Officer, Shawna Odorizzi, at DDDPrivacy@azdes.gov.