



April 11, 2003

CHDP Program Letter No.: 03-05

TO : ALL COUNTY CHILD HEALTH AND DISABILITY PREVENTION (CHDP)  
PROGRAM DIRECTORS, DEPUTY DIRECTORS, MEDICAL  
CONSULTANTS, STATE CHILDREN'S MEDICAL SERVICES (CMS)  
BRANCH STAFF AND REGIONAL OFFICE STAFF

SUBJECT: CHDP PROVIDER INFORMATION NOTICE NO. : 03-05 REGARDING  
"CHDP PRIVACY NOTICE"

Enclosed is Provider Information Notice No. 03-05 informing providers about requirement for implementation and dissemination of a Notice of Privacy Practices (NPP) as mandated by the Health Insurance Portability and Accountability Act (HIPAA). The privacy rights of HIPAA require a "Health Plan" to inform parents or legal guardians of children of their right to receive notice of how their children's information will be used, what their rights are, and who to contact when there is a concern relating to issues around accessing a child's health care information.

Child Health and Disability Prevention (CHDP) is considered a Health Plan and must, therefore, provide privacy rights notification to parents or legal guardian. Provision of the privacy notification is to be accomplished through CHDP providers when a child is determined eligible for state-funded CHDP health assessment services based on the parent/guardian or emancipated minor completing the CHDP Eligibility Information form (DHS 4073).

The CHDP Privacy Notice informs children and youth from income-eligible families receiving state-funded CHDP health assessment services:

- How the CHDP Program may use and share information
- When written permission is needed
- Privacy rights under the law
- How and who to contact to use their rights or to complain



Do your part to help California save energy. To learn more about saving energy, visit the following web site:  
[www.consumerenergycenter.org/flex/index.html](http://www.consumerenergycenter.org/flex/index.html)

Children's Medical Services Branch  
714/744 P Street, P.O. Box 942732, Sacramento, CA 94234-7320  
(916) 327-1400

Internet Address: <http://www.dhs.ca.gov/pcf/cms>

CHDP Program Letter No.: 03-05  
Page 2  
April 11, 2003

A Medi-Cal Privacy Notice for Medi-Cal beneficiaries is being distributed through another Department of Health Services (DHS) Program.

The CHDP Privacy Notice must be given to a parent/legal guardian beginning April 14, 2003. The Notice is to be used until September 30, 2003, when the CHDP Gateway is fully implemented. Children who enroll in the CHDP Gateway beginning July 1, 2003, and after, are not to be given the CHDP privacy notification. Enrollment in the CHDP Gateway is temporary enrollment in the Medi-Cal Program. The parent/legal guardian will be mailed a privacy notice as part of enrollment in the CHDP Gateway.

The CHDP Privacy Notice is available in English and Spanish. The privacy notification is also available on the CMS Branch Website at <http://www.dhs.ca.gov/chdp> . The CHDP NPP is translated into Spanish and will be available, upon request, in the following DHS threshold languages: Arabic, Armenian, Cantonese, Farsi, Hmong, Khmer, Korean, Mandarin, Russian, Tagalog, and Vietnamese.

Please distribute the Provider Information Notice without any revisions to providers in your county/city local CHDP Program and complete and return the enclosed "Report of Distribution".

If you have any questions, please contact your Regional Nurse Consultant.

**Original Signed by Maridee Gregory, M.D.**

Maridee A. Gregory, M.D., Chief  
Children's Medical Services Branch