



# County of Monterey

**Item No.**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

**Legistar File Number: A 23-165**

**May 16, 2023**

**Introduced:** 5/1/2023

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Agreement

- a. Approve and authorize the Health Officer for the Monterey County Health Department (MCHD) to sign a Data Use Agreement and Limited Data Request Form with Health Care Access and Information (HCAI) formerly known as Office of Statewide Health Planning and Development (OSHPD), for non-public patient level data, Health and Safety Code Section 128766, and for the provision of Conduent Healthy Communities Corporation (CHCC) to utilize the data collected by the County of Monterey from California Department of Health Care Access and Information (HCAI); and
- b. Authorize the Health Officer for the Monterey County Health Department to sign future Data Use Agreements with HCAI, subject to County Counsel approval, and related Limited Data Request Forms; and
- c. Authorize the Health Officer for the Monterey County Health Department to sign a Letter of Destruction to comply with HCAI regulations to limit data to a maximum of 10 years; and
- d. Authorize the Health Officer for the Monterey County Health Department to sign future Letters of Destruction.

**RECOMMENDATION:**

It is recommended that the County of Monterey Board of Supervisors:

- a. Approve and authorize the Health Officer for the Monterey County Health Department (MCHD) to sign a Data Use Agreement and Limited Data Request Form with Health Care Access and Information (HCAI) formerly known as Office of Statewide Health Planning and Development (OSHPD), for non-public patient level data, Health and Safety Code Section 128766, and for the provision of Conduent Healthy Communities Corporation (CHCC) to utilize the data collected by the County of Monterey from California Department of Health Care Access and Information (HCAI); and
- b. Authorize the Health Officer for the Monterey County Health Department to sign future Data Use Agreements with HCAI, subject to County Counsel approval, and related Limited Data Request Forms; and
- c. Authorize the Health Officer for the Monterey County Health Department to sign a Letter of Destruction to comply with HCAI regulations to limit data to a maximum of 10 years; and
- d. Authorize the Health Officer for the Monterey County Health Department to sign future Letters of Destruction.

**SUMMARY/DISCUSSION:**

HCAI offers several types of non-public data to local health departments and include data regarding Emergency Department, Inpatient Hospital and Ambulatory Surgery visits which requires a signed agreement to release the data to local health departments.

This data request will be used for public health purposes and will allow MCHD to conduct surveillance of preventable conditions and injury. The information obtained contains information that will limit patient level information including age, ZIP code, related diagnosis visits and health outcome at time of discharge but does not contain names, exact date of birth or other identifiers. Once received, the data set are analyzed for various conditions that may not be reported on in other readily available reports or may be age adjusted, for which individual de-identified data are required. MCHD will utilize the data for Community Health Assessments, health briefs, internal reports for Health Officer or Director data requests. Per the requirements of the agreement, MCHD will limit direct access to the raw data collected from HCAI to only the approved data users and data will be saved on a secured county drive which is password and user protected. The data saved on secured county drive shall not exceed 10 years.

This work supports the Monterey County Health Department 2018-2022 Strategic Plan Goals: 4. Engage MCHD workforce and improve operational functions to meet current and developing population health needs. It also supports the following of the ten essential public health services, specifically: 1. Monitor health status to identify and solve community health problems.

OTHER AGENCY INVOLVEMENT:

The Offices of County Counsel and Auditor-Controller have reviewed and approved this Agreement as to legal form and fiscal provisions, respectively.

FINANCING:

There is no transfer of funds between the County and HCAI for the Limited Data Request, Data Use Agreement, or Letter of Destruction; therefore, there is no impact to the General Fund from its approval.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Check the related Board of Supervisors Strategic Initiatives:

Economic Development:

- Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

Administration:

- Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Health & Human Services:

- Improve health and quality of life through County supported policies, programs, and services; promoting access to equitable opportunities for healthy choices and healthy environments in collaboration with communities.

Infrastructure:

- Plan and develop a sustainable, physical infrastructure that improves the quality of life for County residents and supports economic development results.

Public Safety:

- Create a safe environment for people to achieve their potential, leading businesses and

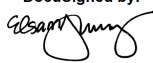
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communities to thrive and grow by reducing violent crimes as well as crimes in general.

Prepared by: Roxann Seepersad, Public Health Epidemiologist II, 755-4522

Approved by:

DocuSigned by:  


Date: 5/4/2023 | 4:30 PM PDT

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Elsa Mendoza Jimenez, Director of Health, 755-4526

Attachments:

Board Report

Data Use Agreement

HCAI Limited Data Request From

HCAI Letter to County of Monterey

Letter of Destruction Template