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DeKalbCountyGa.gov

Department of Finance  
Risk Management and  
Employee Services  
Division  
Manuel J. Maloof Center  
1300 Commerce Drive  
Decatur, GA 30030

MEMO

August 22, 2019

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Michael Thurmond

Board of Commissioners

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TO: Talisa Clark, Chief Procurement Officer  
FROM: Larry Jacobs, Asst. Finance Director/Risk Management  
RE: Contract Amendment / Buck Consulting / #13-902710

Talisa,

Federal law requires employers to enact HIPAA standards and to maintain policies and procedures that shows compliance with such standards.

The law is meant to protect health insurance coverage for workers and their families when they change jobs (Portability) and to protect health data integrity, confidentiality, and availability (Accountability).

Purpose

To update current our HIPAA policy and procedures manual. To ensure compliance with the federal law, to promote privacy of health information, security of electronic records, and insure portability.

Cost \$28,000.00

Larry Jacobs  
Asst. Director of Finance/Risk Management & Employee Services

XC: Dianne McNabb, Chief Financial Officer  
Attachment – Scope of Work