



Washington State Health Information Exchange

**HIE Glossary**

Effective Date: 3/1/2011

The following Glossary provides definitions of terms used in the Washington State Health Information Exchange Participation Agreement and its related HIE Policies and Schedules. Please see the OneHealthPort HIE FAQ at on the HIE Reference Site at: <http://www.onehealthport.com/HIE/index.php> for important information about these documents and their relationships to each other.

Defined Term	Citation (if applicable)	Definition
Access	45 CFR § 164.524; RCW 70.02.080	An Individual's right to inspect and obtain a copy of Protected Information about that Individual, held by or for a Participant.
Accounting of Disclosures	45 CFR § 164.528; RCW 70.02.020(b)	The set of information which a Covered Entity is required to provide an Individual upon request with respect to Disclosures of their Protected Health Information, including and limited to that information required under 45 CFR § 164.528.
Administrator		An individual member of a Participant's Workforce, who has been designated and authorized by the Participant to be a point of contact for OneHealthPort for issues under the HIE Policies, and to be responsible for the Participant's compliance with the HIE Policies.
Authorization	45 CFR § 164.508; RCW 70.02.030	A written document signed by an Individual which gives another person permission to use or disclose Protected Information about that Individual.
Authorized Device		A Workstation which is of a type authorized for use with the Services by OneHealthPort, and has been specifically identified in writing by a Participant as a device one or more of the Participant's HIE Users is permitted to use with one or more of the Services. An Authorized Device may but need not be part of a Participant's Information System.

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Defined Term	Citation (if applicable)	Definition
Business Associate	45 CFR § 164.103	A person performing a function or activity on behalf of a Covered Entity which involves that person obtaining, using or disclosing Protected Health Information on behalf of that Covered Entity, as defined under HIPAA and HITECH.
Carrier Lines		The local network and Internet backbone carrier lines and through routers, switches, and other devices owned, maintained, and serviced by third-party telecommunications carriers, utilities, and Internet service providers, which are used to access and use the Services.
Community Oversight Organization		The role of the Community Oversight Organization is to help ensure that the HIE Lead Organization operates the HIE in the public interest, including review and oversight of pricing; privacy and security policies; and HIE accessibility.
Comptroller General		The Comptroller General of the United States.
Consent	45 CFR § 164.506(b)	A written document signed by an Individual which gives another person permission to use or disclose Protected Information about that Individual. See Authorization
Covered Entity	45 CFR § 160.103	A health care provider, health care clearinghouse or health plan, as defined under HIPAA and HITECH.
Criminal Conviction		(1) A judgment of conviction entered against the entity or individual by a federal, state or local court, regardless of whether an appeal is pending or the judgment of conviction or other record relating to criminal conduct has been expunged; (2) a finding of guilt against the individual or entity that has been accepted by a federal, state or local court; (3) a plea of guilty or nolo contendere by the individual or entity that has been accepted by a federal, state or local court; or (4) the entering into participation in a first offender, deferred adjudication, or other

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		arrangement or program where judgment of conviction has been withheld.
Curable Breach		A breach by a party of the Participation Agreement, any HIE Policy or any Schedule, which can be cured by action of the breaching party.
Designated Record Set	45 CFR § 164.103	A group of records maintained by or for a Covered Entity that is used, in whole or in part, by or for the Covered Entity to make decisions about the Individual(s) to whom they apply. This includes but is not limited to medical and billing records of health care providers, and enrollment, payment, claims adjudication, and case or management records of health plans.
DHHS		The United States Department of Health and Human Services.
Disclose, Disclosure	45 CFR §160.103	Any release, transfer, provision of access to, or divulging in any other manner of information outside the entity holding the information.
Foundation for Health Care Quality		The Foundation for Health Care Quality is the Community Oversight Organization for the Washington State Health Information Exchange.
Health Care Operations	45 CFR § 164.103; RCW 70.02.010(8)	Any of the various activities performed by or for Covered Entities included under the HIPAA definition of this term.
HIE		The HIE is the Washington State Health Information Exchange, and means the set of health information exchange-related services provided through the HIE Lead Organization designated by the State of Washington Health Care Authority, under the oversight of the Community Oversight Organization. Participants in the HIE may use the HIE to exchange health information with other HIE Participants.
HIE Business Associate	45 CFR §§ 164.502(e), .504(e); HITECH	The policy published by the HIE Lead Organization which provides the terms and conditions required by HIPAA and HITECH for a

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Defined Term	Citation (if applicable)	Definition
Policy	§§ 13401(a), 13404(a)	Business Associate Contract, which applies whenever the HIE Lead Organization acts as a Business Associate to a Covered Entity in providing a Service. The HIE Business Associate Policy is published as part of the OneHealthPort HIE Policy Manual.
HIE Lead Organization	RCW 41.05.036, .039	The entity designated by the Washington State Health Care Authority to develop processes, guidelines, and standards for the Washington State Health Information Exchange, and implement methods for the secure exchange of clinical information.
HIE Participation Terms and Conditions		The HIE policy published by the HIE Lead Organization which provides the general terms and requirements for access to and use of the Services by Participants. The HIE Participation Terms and Conditions are published as part of the OneHealthPort HIE Policy Manual.
HIE Policy		One of the policies to which Participants agree as a condition to use of the Services. The HIE Policies are published in the OneHealthPort HIE Policy Manual.
HIE Security Policy		The HIE Policy published by OneHealthPort which provides the terms and requirements for security for the Services by OneHealthPort and by Participants. The HIE Security Policy is published as part of the OneHealthPort HIE Policy Manual.
HIE Service		A health information exchange-related service offered as part of the Washington State Health Information Exchange, under a Schedule published by the HIE Lead Organization.
HIE Service Election Form		A form published by the HIE Lead Organization for the subscription to a specific Service.
HIE User		An individual who is a member of a Participant's Workforce, whose duties on behalf of the Participant include functions or activities involve

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Defined Term	Citation (if applicable)	Definition
		the use of one or more Services on behalf of the Participant, who has been authorized and is currently authorized by the Participant to use such Service(s) on its behalf, and has a valid User Name and password issued for that purpose.
HIE User Name		The unique identifier issued to an authorized HIE User, by or for the HIE Lead Organization, used for access to and use of one or more Services.
HIE User Policy		The policy published by the HIE Lead Organization which provides the terms and requirements for use of the Services by HIE Users. The HIE User Policy is published as part of the OneHealthPort HIE Policy Manual.
HIPAA-Regulated Services		Any Service for which OneHealthPort or a Services Vendor acting under contract with OneHealthPort has access to, uses or discloses Protected Health Information except on a random or infrequent, non-routine basis.
Individual	45 CFR § 160.103; RCW 70.02.010(12)	A person who is the subject of Protected Health Information, including but not limited to a patient who receives or has received health care.
Information System	45 CFR § 164.304	An interconnected set of information resources under the management control of a single entity, including hardware, software, information , data, applications, communications, and people.
Marks		Logos, trademarks and service marks.
Minimum Necessary	45 CFR § 164.502(b)	The set of Protected Health Information which is the minimum data set necessary for purposes of the function or activity for which it is obtained, used or disclosed.
More Stringent	45 CFR § 160.202	A standard or requirement which (1) permits an Individual greater rights of access or amendment of Protected Health Information, (2) provides requirements that narrow the scope or duration, increase the privacy protections

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Defined Term	Citation (if applicable)	Definition
		afforded under a Consent or Authorization, (3) provides for the retention or reporting of more detailed information or for a longer duration, or (4) otherwise provides greater privacy protection for the individual who is the subject of the individually identifiable health information
Notice of Privacy Practices	RCW 45 § 164.520; RCW 70.02.120	A notification published by a Covered Entity or other party which gives an Individual notice of the Uses and Disclosures of Protected Information which that party may make, as well as the Individual's rights and the party's duties with respect to that information.
OneHealthPort		OneHealthPort, Inc., the HIE Lead Organization.
Participant		An entity which has entered into and is currently subject to a Participation Agreement. Participants may also be referred to as "Trading Partners".
Privacy Rule	45 CFR Part 164, Subpart E	The HIPAA privacy regulations.
Protected Health Information	45 CFR § 160.103	The information protected by the HIPAA Privacy Rule. "Protected Health Information" means individually identifiable health information which is transmitted or maintained in any medium, and excludes information in education records covered by the Family Educational Right and Privacy Act or described at 20 U.S.C. 1232g(a)(4)(B)(iv).
Protected Information	45 CFR § 160.103; RCW 70.02.010(7); RCW 19.255.010; RCW 42.56.590	Protected Information includes Protected Health Information, as well as "health care information" and "personal information" which is protected under Washington State law.
Reasonable and Appropriate Safeguard	45 CFR Part 164, Subpart C; RCW 70.02.150	Protections for Protected Information consistent with the requirements of the Security Rule and applicable Washington State law.

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Defined Term	Citation (if applicable)	Definition
Required by Law	45 CFR § 164.103; RCW 70.02.050(2)	A mandate contained in law that compels a party to make a Use or Disclosure of Protected Information and that is enforceable in a court of law, including but not limited to court orders and court-ordered warrants; subpoenas or summons issued by a court, grand jury, a governmental or tribal inspector general, or an administrative body authorized to require the production of information; a civil or an authorized investigative demand; Medicare conditions of participation; and statutes or regulations that require the production of information, including statutes or regulations that require such information if payment is sought under a government program providing public benefits.
Required Hardware and Software		Hardware and software which is required in order to access and use a Service.
Schedule		A document published by or for the HIE Lead Organization which describes a Service and includes information about services levels and fees for the Service.
Security Breach	45 CFR § 164.102; RCW 19.255.010(4); RCW 42.56.010(1)	The acquisition, access, Use, or Disclosure of Protected Information in a manner not permitted by the Privacy Rule, or RCW 19.255 or RCW 42.56 if applicable, which compromises the security or privacy of the Protected Information.
Security Incident	45 CFR § 164.304	The attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.
Security Rule	45 CFR Part 164, Subpart C	The HIPAA security regulations.
Service		A technical or administrative service offered by the HIE Lead Organization, as described and under the conditions published in a Schedule.
Services		The form a Participant must complete in order to

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Election Form		obtain access to a Service.
Services Vendor		A person who provides one or more Services, or elements of a Service.
State of Washington Health Care Authority	RCW 41.05.036, .039	The administrator of the State of Washington Health Care Authority is responsible for designating the HIE Lead Organization, for reviewing the work and progress of the HIE Lead Organization, and for collaborating with the HIE Lead Organization in reporting to the Washington State Legislature with respect to the Washington State Health Information Exchange.
Subcontractor		A person providing services to or for, or performing functions on behalf of OneHealthPort which involve obtaining, use or disclosure of Protected Health Information, including but not limited to Services Vendors providing HIPAA-Regulated Services.
Unauthorized Use or Disclosure of Protected Information		Any Use or Disclosure of Protected Individual by any party which that party is prohibited from making under federal or state law, any HIE Policy, or any policy of a Participant which applies to that party.
Use	45 CFR § 160.103	Any sharing, employment, application, utilization, examination, or analysis of Protected Information within an entity which maintains that information.
OneHealthPort HIE Operating Manual		The documentation published by the HIE Lead Organization, which provides administrative and technical requirements and guidance for use of the Services
OneHealthPort HIE Participation Agreement		The OneHealthPort Health Information Exchange Participation Agreement, as published and amended by the HIE Lead Organization from time to time.
OneHealthPort HIE Policy		The set of HIE Policies published by the HIE Lead Organization which are incorporated by reference in the OneHealthPort HIE Participation

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<b>Defined Term</b>	<b>Citation (if applicable)</b>	<b>Definition</b>
Manual		Agreement, and which control use of the Services. The HIE Policies include the HIE Participation Terms and Conditions, the HIE Business Associate Policy, and the HIE Security Policy.
Washington State Health Information Exchange	RCW 41.05.039	A statutory, contractual, administrative and technical infrastructure implemented in the State of Washington to improve patient access to and control of their own health care information, and implement methods for the secure exchange of clinical data as a means to promote continuity of care, quality of care, patient safety and efficiency in medical practices.
Workforce	45 CFR § 160.103	Any employee, volunteer, trainee, independent contractor or other person whose conduct on behalf of a Participant is under the direct control of that Participant, whether or not they are paid by the Participant.
Workstation	45 CFR § 164.304	Any electronic computing device, including a laptop or desktop computer, smartphone, or any other device that performs similar functions, and electronic media stored in its immediate environment.