OHA Agreement Number 152447

State of Oregon
Intergovernmental Security and Access Agreement

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This Security and Access Agreement (Agreement) is between the State of Oregon acting by and through its Oregon Health Authority (OHA) on its behalf and on behalf of the Oregon Department of Human Services (ODHS) (collectively, "Agencies") and **Yamhill County Health and Human Services** (GOV2).

Access to be granted under this Agreement relates to Agencies' Child Welfare Division.

1. **PURPOSE.**

    1.1. This Agreement defines the roles and responsibilities of Agencies and GOV2 when State of Oregon Data, networks, and systems are accessed by GOV2, and identifies the Data, Access, and Information Assets.

    1.2. The terms and conditions of this Agreement govern:

        1.2.1. GOV2's use of Data.

        1.2.2. GOV2's Access to State of Oregon Information Assets and Systems.

    1.3. GOV2 needs the Access described in Exhibit A, Third Party Information System Access Request(s) (MSC 0785), hereby incorporated into this Agreement by reference.

2. **AUTHORITY.** This Agreement is an intergovernmental agreement subject to ORS Chapter 190. The Agreement does not constitute an authorization by a public body under ORS 190.010 for a party to perform one or more inherent governmental responsibilities for the other party.

B.O. 23-297

2.1. Agencies' have authority to share access under OAR 413-020-0230, Referral for and Review of the CANS Screening.

2.2. GOV2 has the authority to receive access to input CANS screening information through the casework function and through the Enhanced Supervision accessed through placement services. under OAR 413-020-0230 Referral for and Review of the CANS Screening.

3. **TERM.** This Agreement is effective on the last date on which the parties have signed and (subject to review biannually by Agencies) is effective until terminated earlier by either party in accordance with Section 11, Suspension or Termination.

4. **DEFINITIONS.** The following definitions apply to this Agreement.

4.1. "Access" means the ability or the means necessary to read, communicate, or otherwise use State of Oregon Data, Network and Information Systems, and Information Assets.

4.2. "Breach" means the acquisition, access, exposure, use, or disclosure of an Information Asset (such as Data) in a manner not in compliance with applicable law, rule, or policy, or Data loss, misuse, or compromise.

4.3. "Client Records" includes any client, applicant, or participant information regardless of the media or source, exchanged between the parties.

4.4. "Data" means information created, transmitted, and stored pursuant to this Agreement, including metadata, personal information, and Client Records.

4.5. "Incident" means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of any Network and Information System or Information Asset. An Incident is an observable, measurable occurrence that is a deviation from expected operations, activities, or events. An Incident may be a Breach, failure to protect a User's identification (ID), or theft of computer equipment that uses or stores Data.

4.6. "IAR" refers to "Individual Access Request" which is the Agencies' form used to authorize a User, identify the User's job assignment, and the required access to Network and Information System(s). It generates a unique alpha/numeric code used to access State of Oregon Network and Information Systems.

4.7. "Information Asset(s)" refers to all information provided through Agencies, regardless of the source, that requires measures for security and privacy. Includes Data.

4.8. "Network and Information System(s)" or "Systems" means the State of Oregon's computer infrastructure which provides personal communications, Data, and Information Assets, regional, wide area, and local networks, and the inter-networking of various types of networks.

4.9. "User" means any individual (authorized or unauthorized) who Accesses the Network and Information Systems or Information Assets through GOV2's Access under this Agreement. Authorized Users each have an assigned unique log-on identifier.

5. **AMENDMENTS.** Other than as allowed under this section, the parties may amend this Agreement only via a written amendment executed by both parties that recites the parties' understanding and intent to amend the Agreement and identifies the affected terms.

   5.1. **Point of Contact Changes.** Each party will provide timely notification to the other of any change of its respective point(s) of contact, including any technical lead, and will name an interim or replacement person in any such notice. This Agreement will be deemed amended to include the updated information.

   5.2. **Administrative Changes.** Either party may request updates to Exhibit A that are, in the sole discretion of Agencies' Information Security and Privacy Office, administrative in nature and do not modify the mode of Access or type of Data by submitting a written request to the other party. Upon written authorization of both parties and subsequent written approval by Agencies' Information Security and Privacy Office, Exhibit A will be deemed amended to include the updated information.

6. **NOTIFICATIONS.**

   6.1. **Points of Contact.** The parties have designated their respective points of contact in Section 21, Signatures. The parties will facilitate direct communication between their points of contact. The parties will provide timely written notification to the other of any changes in point of contact information.

   6.2. **Incident and Breach Notifications.** In the event GOV2 or its subcontractors or agents discover or are notified of an Incident or a Breach, including a failure to comply with GOV2's confidentiality obligations, GOV2 shall notify the Agencies' point of contact, identified in Section 23, Signatures, of the Incident or Breach immediately, and in no event more than 24 hours following discovery or notification. Notification under this section must be by telephone; any email notification must be followed by a telephone notification. If the State of Oregon determines that the Incident or Breach requires notification of Agencies' clients, or other notification required by law, the State of Oregon will have sole control over the notification content, timing, and method, subject to GOV2's obligations under applicable law. Notwithstanding the foregoing, the parties acknowledge and agree that this section constitutes notice by GOV2 to Agencies of the ongoing existence and occurrence of security incidents impacting only GOV2's networks and information systems that are unsuccessful, such as "pings" on a firewall, and do not represent Incidents or Breaches.

   6.3. **Requests for Data.** In the event GOV2 receives a third-party request for Data, including any electronic discovery, litigation hold, or discovery searches, GOV2

shall first give Agencies' notice and provide such information as may be reasonably necessary to enable the State of Oregon to protect its interests.

6.4. **Changes in Law.** Each party shall provide notice to the other of any change in law, or any other legal development, which may significantly affect its ability to perform its obligations under this Agreement.

6.5. **Notices.** Except as otherwise expressly provided in this Agreement, any communications between the parties or notices to be given under this Agreement must be given in writing to GOV2's point of contact, and in writing to Agencies' point of contact, or to such other addresses or numbers as either party may hereafter indicate pursuant to this Agreement.

6.5.1. Any communication or notice delivered by United States Postal Service, first class mail postage prepaid, will be deemed given five calendar days after mailing.

6.5.2. Any communication or notice delivered by email will be deemed given when the recipient responds with a receipt, which may be auto-generated. To be effective against Agencies, such email transmission must be confirmed by telephone notice to the Agencies' point of contact (or delegate).

6.5.3. Any communication or notice by personal delivery will be deemed given when actually received by the appropriate point of contact (or delegate).

7. **GRANT OF LICENSE.**

7.1. **State Systems and Data**. Subject to GOV2's compliance with this Agreement, GOV2 and its authorized Users are hereby granted a non-exclusive, non-transferable, and revocable authorization to access and use Network and Information Systems and Information Assets only in accordance with this Agreement and applicable laws, rules, and policies. GOV2 and its Users shall not participate in any unauthorized transfer or sale of, create derivative works of, or in any way exploit the Data made available through this Agreement.

8. **DATA PRIVACY.**

8.1. **Generally.** GOV2 shall hold all Client Records and other information as to personal facts and circumstances obtained by GOV2 on Agencies' clients as confidential, using the standard of care applicable to the Client Records, and shall not divulge any Client Records without the written consent of the client, the client's attorney, the responsible parent of a minor child, or the minor child's guardian except as required by other terms of this Agreement, or applicable law. Disclosure of Data or de-identified or aggregate Data in any form, including summaries and statistical analyses, must be agreed upon in advance by the parties in a separate writing.

8.2. **Limited Purposes.** GOV2 shall limit the use or disclosure of Data concerning clients to persons directly connected with the Services and administration of this Agreement.

8.3. **Privacy Protections.** Data may include information, such as Client Records, subject to specific confidentiality protections under state or federal law. GOV2 shall comply with laws and regulations applicable to the information described in Exhibit A, including as specified in this Agreement.

8.4. **Training.** GOV2's employees, subcontractors, and agents who will be granted Access have received training on the privacy and security obligations relating to the Access, including on Client Records. GOV2 shall provide periodic privacy and security training to its employees, subcontractors, and agents. This periodic training may include State of Oregon trainings available to third parties on security and use and disclosure of Data.

9. **SECURITY REQUIREMENTS.**

9.1. **Compliance with Laws, Regulations, and Policies.** GOV2 and its employees, contractors, and agents shall comply with all applicable state and federal laws and regulations, and State of Oregon policies governing use and disclosure of Data (including Client Records) and Access, including as those laws, regulations, and policies may be updated from time to time. Applicable laws, regulations, and policies include but are not limited to:

9.1.1. Oregon's Statewide Information and Cyber Security Standards: https://www.oregon.gov/das/OSCIO/Documents/2019StatewideInformationAndCyberSecurityStandardsV1.0.pdf

9.1.2. Oregon's Statewide Information Security Plan: https://www.oregon.gov/AG1/OSCIO/Documents/StatewideInformationSecurityPlan.pdf.

9.1.3. Oregon's Statewide Policies: www.oregon.gov/AG1/Pages/policies.aspx#IT.

9.1.4. ODHS and OHA Privacy and Confidentiality administrative rules, OAR Chapter 407, Division 14, and OAR Chapter 943, Division 14.

9.1.5. The Oregon Consumer Information Protection Act, ORS 646A.600 through 646A.628, to the extent applicable.

9.1.6. The Health Insurance Portability and Accountability Act (HIPAA), including as amended by the Health Information Technology for Economic and Clinical Health ("HITECH") Act, Title XIII of Division A and Title IV of Division B of the American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("ARRA"), and its implementing Privacy Rule and Security Rule, 45 CFR Parts 160 and 164.

9.2. **Responsible for Compliance.** GOV2 is responsible for the compliance of its employees, agents, and contractors with this Agreement and with any third-party licenses to which Access is subject.

9.3. **Subcontractors.** GOV2 shall disclose its subcontractors acquiring Access under this Agreement to the Agencies' point of contact.

9.4. **Privacy and Security Measures.** GOV2 represents and warrants it has established and will maintain privacy and security measures that meet or exceed the standards set in laws, rules, and regulations applicable to the safeguarding, security and privacy of all Information Assets, including Client Records, regardless of the media, and all Network and Information Systems. GOV2 shall monitor, periodically assess, and update its security controls and risk to ensure continued effectiveness of those controls.

9.5. **Security Risk Management Plan.** GOV2 shall ensure the level of security and privacy protection required in accordance with this Agreement is documented in a security risk management plan. GOV2 shall make its security risk management plan available to DHS for review upon request.

9.6. **Audit Rights and Access.** GOV2 shall maintain records in such a manner as to clearly document its compliance with and performance under this Agreement, and provide Agencies, the Oregon Secretary of State, the federal government, and their duly authorized representatives, access to GOV2's officers, agents, contractors, subcontractors, employees, facilities and records for Agencies to:

9.6.1. Determine GOV2's compliance with this Agreement,

9.6.2. Validate GOV2's written security risk management plan, or

9.6.3. Gather or verify any additional information DHS may require to meet any state or federal laws, rules, or orders regarding Data.

9.6.4. Access to facilities, systems, and records under this section will be granted following reasonable notice to GOV2. Records include paper or electronic form, system security logs, and related system components and tools (including hardware and software), required to perform examinations and audits, and to make excerpts and transcripts, including for data forensics.

10. ACCESS TO AGENCIES' SYSTEMS.

10.1. **Review of User Requests.** If required for Access, Agencies will timely review requests, including forms such as the IAR, and will:

10.1.1. Notify GOV2 of the approval or denial of its request for each User for whom Access has been requested;

10.1.2. Provide any unique log-on identifier required for authorized individual Access;

10.1.3.   Provide updates to approved inquiry processes and instructions to GOV2.

10.2. **GOV2's Responsibilities for User Accounts**. GOV2 will provide contact information to the Agencies' point of contact for each person for whom Access is requested.

10.2.1.   GOV2 is responsible for all activities that occur through its Access, including for any acts related to a lost or stolen User ID or password.

10.2.2.   Except as otherwise specified or approved by Agencies, neither GOV2 nor its Users shall modify, alter, delete, or destroy any Information Asset.

10.2.3.   GOV2 shall immediately notify DHS when a User, group of Users, or GOV2, no longer requires Access whether due to changes in duties or due to changes in GOV2's programs related to this Agreement.

10.2.4.   GOV2 is responsible for ensuring account information for its Users is accurate, complete, and up to date.

10.3. **Security.** GOV2 shall maintain security of equipment and hardware, and ensure the proper handling, storage and disposal of all State of Oregon Information Assets accessed, obtained, or reproduced by GOV2 and its Users to prevent inadvertent destruction or loss.

10.4. **Prevention of Unauthorized Access.** GOV2 shall employ privacy and security controls that meet or exceed the standards set in laws, rules, and regulations that are applicable to Access to prevent any Access to State of Oregon Network and Information Systems or Information Assets by its Users that is not authorized in accordance with this Agreement and applicable law, and shall implement and maintain such safeguards to prevent unauthorized Access.

10.5. **Access from Outside the US and its Territories.** GOV2 Access to the state network from outside the US and its territories is prohibited unless approved through the Geofencing Exception Request Process, ODHS|OHA 090-009-05.

10.5.1.   GOV2 shall not allow use of any Information Asset in any country or in any manner prohibited by governing applicable law, rule, or policy.

10.6. **Revocation or Termination of Access.** Breach, or wrongful use or disclosure of Data by GOV2 or its Users, may cause the immediate revocation of the Access granted though this Agreement, in the sole discretion of Agencies, or Agencies may specify a reasonable opportunity for GOV2 to cure the unauthorized use or disclosure and end the violation, and terminate the Access if GOV2 does not do so within the time specified by Agencies. Legal actions also may be taken for violations of applicable regulations and laws.

10.7. **No Unauthorized Distribution.** GOV2 shall not sell, make available, or provide Information Assets in any form to any other persons or organizations, and shall

not use the Data for any purposes other than as allowed under this Agreement and applicable law.

10.8. **No Impairment.** GOV2 shall not allow or intentionally use this Access in any manner that could damage, disable, overburden, or impair Network and Information Systems, or interfere with any other entity's use or benefit of Network and Information Systems.

10.9. **Prohibition on Data Mining**. GOV2 shall not use any data-mining technology on Network and Information Systems or State of Oregon Data for any non-authorized activity. For purposes of this requirement, "non-authorized activity" means the data mining or processing of State of Oregon Data, stored or transmitted for unrelated commercial purposes, advertising or advertising-related purposes, or for any other purpose other than security analysis that is not explicitly authorized in this Agreement.

10.10. **Incidents and Breaches.** GOV2 shall comply, and shall cause its subcontractors to comply, with any requirements for identifying and addressing an Incident or Breach. This requirement applies regardless of whether the Incident or Breach was accidental or otherwise.

11. SUSPENSION OR TERMINATION.

11.1. This Agreement may be terminated at any time by written agreement of the parties.

11.2. This Agreement may be terminated by either party upon thirty (30) calendar days' written notice to the other party.

11.3. Access and this Agreement may be terminated immediately upon written notice from GOV2 if the Access is no longer needed by GOV2.

11.4. DHS may immediately revoke the Access granted GOV2 for GOV2's failure to comply with the requirements of this Agreement. In such event, DHS will provide immediate written notice to GOV2's point of contact. DHS may, to the extent it determines it is reasonable and able to do so, provide advance written notice to GOV2 to cure any deficiency or breach under this Agreement.

11.5. Either party may terminate this Agreement, and Agencies may modify Access, upon written notice if there are changes to or revised interpretations of federal or state laws, rules, or regulations, or either party's policies that require such change.

12. RETURN OF INFORMATION ASSETS.

12.1. **Disposal**. GOV2 shall ensure the proper handling, storage and disposal of all State of Oregon or DHS Information Assets accessed, obtained, or reproduced by GOV2 and its Users to prevent inadvertent destruction or loss. GOV2 shall ensure proper disposal of equipment and Information Assets when authorized use ends, consistent with GOV2's record retention obligations and obligations regarding Data under this Agreement.

12.2. **Sanitization**. Except as necessary to meet its records maintenance and audit obligations under this Agreement and applicable law, GOV2 shall not retain any copies of State of Oregon Data. GOV2 shall notify DHS of any conditions that make returning all such Data not feasible. Upon DHS' written acknowledgement that returning all Data is not feasible, GOV2 shall purge or destroy retained State of Oregon Data in all its forms in accordance with the most current version of NIST SP 800-88 (or other agreed-upon standard) and on request provide DHS with written certification of sanitization.

12.3. **Protections**. GOV2 shall maintain protections required by law and this Agreement for any retained State of Oregon or DHS Data for so long as GOV2 (including through any subcontractor) retains it.

13. **COSTS.** Each party will bear its own costs related to the acquisition of all equipment, software, data lines or connections necessary for Access, unless otherwise agreed to by written agreement between the parties. Each party is responsible for securing compatible hardware, equipment, and software, and network connections.

14. **DOCUMENTS; COMPLETE AGREEMENT.** This Agreement consists of these terms and conditions and Exhibit A, in the form attached. This Agreement merges all prior and contemporaneous communications with respect to the matters described in this Agreement. Any ambiguity will be resolved to permit DHS to comply with applicable privacy and security laws and the State of Oregon's rules and policies interpreting those laws. In the event of any conflict between the terms and conditions of this Agreement and Exhibit A, the conflict will be resolved in that order.

15. **WAIVER.** No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision will not operate as a waiver of any other term or provision.

16. **NO THIRD-PARTY BENEFICIARIES.** DHS and GOV2 are the only parties to this Agreement and are the only parties entitled to enforce its terms.

17. **COUNTERPARTS.** This Agreement may be executed in several counterparts, all of which when taken together constitute one agreement, notwithstanding that all parties are not signatories to the same counterpart. Each copy of the Agreement so executed constitutes an original.

18. **BINDING EFFECT**. The persons signing below have the right and authority to execute this Agreement and no further approvals are necessary to create a binding agreement.

19. **SEVERABILITY.** The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected, and the rights and obligations of the parties will be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

20. **SURVIVAL.** The provisions of this Agreement which by their nature survive termination do so survive. Unless replaced or superseded by a subsequent agreement, this

Agreement applies to any Access by GOV2, or by its current employees, agents, providers, and subcontractors, following its termination.

21. SIGNATURES

The authorized representative of each party hereby acknowledges that he/she has read this Agreement, understands it, and agrees to be bound by its terms and conditions.

YAMHILL COUNTY HEALTH AND HUMAN SERVICES:

By: *Lindsey Manfrin*

Print Name: Lindsey Manfrin

Title: HHS Director/Public Health Administrator   Date: 08/03/2023

Point of Contact:

Printed Name and Title: Lindsey Manfrin/Jason Henness

Organization Name: Yamhill County Health and Human Services

Mailing Address: 535 NE 5th Street, McMinnville, OR 97128

Physical Address: 638 NE Davis Street, McMinnville, OR 97128

Telephone: 503-434-7523

Email: manfrinl@co.yamhill.or.us   hennessj@co.yamhill.or.us

STATE OF OREGON ACTING BY AND THROUGH ITS OREGON HEALTH AUTHORITY ON ITS BEHALF AND ON BEHALF OF THE OREGON DEPARTMENT OF HUMAN SERVICES:

By: Heidi Beaubriand, RN, BSN, Nurse Manager   Digitally signed by Heidi Beaubriand, RN, BSN, Nurse Manager
Date: 2023.08.15 14:50:38 -07'00'

Print Name: Heidi Beaubriand

Title: Program Manager   Date:

Point of Contact:

Printed Name and Title: Jeremiah Ripoyla, Operations and Policy Analyst 2

Organization Name: Health and Wellness

Mailing Address: 500 Summer Street NE, Salem OR 97301

Physical Address: 500 Summer Street NE, Salem OR 97301

Telephone: 503.871.6662

Email: jeremiah.ripolya@odhs.oregon.gov

REVIEWED BY OHA INFORMATION SECURITY AND PRIVACY OFFICE (ISPO):

Printed name and Title: Kathleen Gangle, Data and Privacy Analyst

Approved by the Yamhill County Board of
Commissioners on __8/3/23__
via Board Order __23-297__.

EXHIBIT A

Third Party Information System Access Request (MSC 0785)

B.O. 23-297

Third Party Information System Access Request

An DHS or OHA program completes this form to request access for a third-party entity* (*organization or individual*) to data within an DHS or OHA information system or network.

Please note that each entity only needs one form.

ⓘ Hover over blue text for more information.

Request type (*required*): Change request (user please add agreement number)	Agreement number: 152447

Section 1. Third party information

This section defines the third party needing access to DHS/OHA network and information system(s). A third party is any individual or entity that is not part of the DHS/OHA workforce. Workforce means employees, volunteers, trainees and other individuals whose DHS or OHA work is under that agency's direct control. This applies to paid and unpaid workforce members.

Third-party agreement administrator contact information

This individual signs the contracts for the third party. (This is NOT a DHS/OHA employee.)

Organization/entity name: Yamhill County Health and Human Services	
Contact name (*first, last*):	Jason Henness / Lindsey Manfrin
Position/title:	Behavioral Health Director
Work street address:	638 NE Davis St.
City, State, ZIP:	McMinnville, OR 97128
Phone:	(503)434-7523
Email:	hennessj@co.yamhill.or.us; manfrinl@co.yamhill.or.us
Website address (*optional*):	

Additional contact for third party

*This individual will be the contact for setting up or terminating users for the third party. (This is **not a** DHS/OHA employee.)*

☒ Same contact information as above.

Section 2. Governing contract details

A DHS/OHA employee fills out this section. If a governing contract applies, please complete all applicable fields, below.

Does a governing contract establish a need for access? ○ Yes ◉ No

Background checks

Please ensure all applicable required background checks are completed. DHS and OHA systems containing or accessing regulated data may require additional background check requirements beyond the pre-employment background checks. Regulated data sets requiring additional background checks include but are not limited to:

- Criminal Justice Information (CJI) in the Criminal Justice Information Services (CJIS) policy, 5.12.1 Personnel Security Policy and Procedures
- Federal tax information (FTI) as documented in Internal Revenue Service (IRS) Publication 1075, 5.1.1 Background Investigation Minimum Requirements.

Direct questions related to the background check process to BCU.Info@state.or.us or 503-378-5470 or 1-888-272-5545.

Section 3. Access description

Reason for access

Describe in detail the business need for access:

3rd party requires access to input CANS screening information through the casework function and through the Enhanced Supervision accessed through placement services.

Requested access start date: _____

Method of access

Check all methods the third party will use to access DHS/OHA information systems.

☐ DHS/OHA on-site   Will only use DHS/OHA supplied PC, laptop or workstation: ○ Yes ○ No
☐ Remote access via VPN   Will only use DHS/OHA supplied PC, laptop or workstation: ○ Yes ○ No
☒ Remote access via Citrix
☐ Access to folder on Secure File Transfer Protocol (SFTP) server
☐ Other (*explain below*):   Will only use DHS/OHA supplied PC, laptop or workstation: ○ Yes ○ No

OAR 413-020-0230 Referral for and Review of the CANS Screening

Access and information flow will occur from:

Information is exchanged in both directions between DHS/OHA and third party

Scope of access

List all system names the third party needs to access. (*This form authorizes access for the third-party organization as a whole. A partner number* [P#] *and a network login are needed to access the following information systems. The system-specific individual user access request forms must be used to request access for individual third-party employees using the system.*)

☐ **Email:** DHS/OHA email account authorized. This authorizes the third party to get DHS/OHA email accounts after receiving a completed individual user access request form for each individual.

☒ **Network:** Network login authorized. This authorizes the third party to get DHS/OHA network login IDs after receiving a completed individual user access request form for each individual.

System 1

Name of system: OR-KIDS

Type of access requested: Read/write (please describe):

Description of access:
3rd party requires access to input CANS screening information through the casework function and through the Enhanced Supervision accessed through placement services.
OR-Kids access using a P Number and user connection to security group CANS Screener - External

Expiration date of access: 08.15.2023

Information type

Will information being shared or accessed be identifiable (*i.e., names, DOB, address, etc.*)?

◉ Yes   ○ No

If yes, what protected information will be shared or accessed? (*Check all that apply.*)

☒ Protected health information (PHI)   ☒ Personally identifiable information (PII)
☐ Financial information   ☐ Federal tax information (FTI)
☐ Criminal justice information (CJI)   ☐ Payment card information (PCI)
☐ Social Security Administration (*SSA data*)
☐ Other (*list below*):

Information owner review (*internal use only*)

Name of reviewer: Cassie Budeau	Review date: 07/25/2022

Access determination:

Role or group assigned (*if applicable*): *CANS Screener - External*

Access is: Granted as requested

Reason for determination:

Check all methods the third party will use to access DHS/OHA information systems.

Section 4. Program sponsor

The program sponsor is the DHS or OHA manager who sponsors the requested access. That person must monitor and ensure the third party complies with the terms and conditions of the access agreement. (*Note that the program sponsor is usually the contract administrator of the governing contract authorizing the access.*)

Verification of need to know:

☒ As program sponsor, I certify that sections 1 through 3 of this form note the minimum necessary access.

Date: 08/15/2023

Name (*first, last*):	Heidi Beaubriand
Position/title:	Program Manager
Office:	Child Welfare
Program:	Health and Wellness
District name:	Central Office

Work street address:	500 Summer St. NE
City, State, ZIP:	Salem, OR. 97301
Phone (*include ext.*):	503-871-6662
Email:	heidi.beaubriand@odhs.oregon.gov

Section 5. Program requestor

The program requestor is the DHS or OHA staff person who works with the third party on a day-to-day basis. That person requests the access agreement for the third party. The requestor can be the same person as the program sponsor or contract administrator. However, a program can list separate requestors/contract administrators. This will ensure all relevant parties receive contract communication and expiration notices.

☐ **Check this box and skip this section if the program requestor is also the program sponsor.**

Name (*first, last*):	Jeremiah C. Ripoyla
Position/title:	Operations and Policy Analyst 2
Office:	Child Welfare
Program:	Health and Wellness
District name:	Central Office
Work street address:	500 Summer St. NE
City, State, ZIP:	Salem, OR 97301
Phone (*include ext.*):	503-949-4790
Email:	jeremiah.ripoyla@odhs.oregon.gov

Submission

Click the submit button below to submit electronically, or email this completed form to the Information Exchange (InfoEx) Program within the Information Security and Privacy Office at DHSOHA.InfoEx@dhsoha.state.or.us. You can also email this address if you need more help.

Policy reference: https://apps.state.or.us/Forms/Served/de090-003.pdf

Submit by email

DHS/OHA Information Security and Privacy Office use only	
Date received: 06.13.2023	Date completed: 08.15.2023
Date approved by all information owners: 08.15.2023	Date executed: N/A
Notes: Updated 785 and replacement AA (2023) with updated terms and conditions on file.	
Completed by: Kathleen Gangle	