



Department Source: Human Resources

To: City Council

From: City Manager & Staff

Council Meeting Date: September 4, 2018

Re: Business Associate Agreement between City of Columbia and CBIZ Benefits and Insurance Services, Inc. to Comply with HIPAA and HITECH Laws and Regulations

Executive Summary

The federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Health Information Technology for Economic and Clinical Health Act (HITECH) require the City of Columbia to have a Business Associate Agreement (BAA) with any organization that provides benefits consulting services to the city.

Discussion

CBIZ Benefits and Insurance Services, Inc. provides consultation services to the City of Columbia for all of the City's insurance programs offered as employee benefits. HIPAA requires a Business Associate Agreement between the City and CBIZ that states that both parties will follow all laws and regulations regarding individually identifiable health information, including Protected Health Information. The purpose of the BAA is to comply with the requirements of HIPAA and HITECH.

This BAA is effective January 1, 2019.

Fiscal Impact

Short-Term Impact: N/A

Long-Term Impact: N/A

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Operational Excellence, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Legislative History

Date	Action
	None

Suggested Council Action

Approve the resolution.