

NW Social Service Connections Security Addendum

This Addendum, effective this the ____ day of _____, 20____, ("Effective Date") is entered into by the Portland Housing Bureau (PHB) and _____ (Business Associate).

- A. PHB and Business Associate are parties to a Business Associate Agreement and/or one or more Agreements containing assurances from PHB and Business Associate about the safeguarding of Protected Health Information (PHI) disclosed to, created by or received by Business Associate in the course of Business Associate's providing services to Business Associate Clients. As used herein "Business Associate Agreement" shall mean each of the Agreements described in the preceding sentence.
- B. The parties desire to amend each Business Associate Agreement to include assurances from Business Associate concerning electronic PHI, as required by the Security Standards (45 CFR parts 160, 162 and 164) promulgated pursuant to the Health Insurance Portability and Accountability Act.
- C. Except as expressly provided below, capitalized terms used herein shall have the meaning given them in the Business Associate Agreement.

Now therefore, the parties agree as follows:

- 1. **Amendment of Business Associate Agreement.** Each Business Associate Agreement shall be amended to include the following provisions:

Compliance with Security Regulations. Beginning no later than April 21, 2005 and continuing thereafter, with respect to any electronic PHI that Business Associate creates, receives, maintains, or transmits, Business Associate shall:

- a. Implement administrative safeguards, physical safeguards and technical safeguards that reasonable and appropriately protect the confidentiality, integrity and availability of the electronic PHI, as required by the Security Standards;
 - b. Ensure that any agent, including a subcontractor, to whom it provides such electronic PHI agrees to implement reasonable and appropriate safeguards to protect it; and
 - c. Report to PHB any attempt or successful unauthorized access, use, disclosure, modification, or destruction of electronic PHI, or interference with system operations in an information system, of which it becomes aware.
- 2. **No Other Amendment.** Except as expressly amended by this Addendum, all remaining terms of each Business Associate Agreement shall remain in full force and effect.

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The parties have caused this Addendum to be executed by their respective, duly authorized representatives

ADOPTED AND AGREED:

City of Portland, Portland Housing Bureau

421 SW 6th Avenue, Suite 500

Portland, Oregon 97204

Signature

Margaret Van Vliet

Printed Name

Director

Title

Date

PARTICIPANT

Signature

Printed Name

Title

Date