PROPOSED AMENDMENT

19 CSR 15-4.300 Record Keeping and Confidentiality. The department is amending the purpose statement and sections (1) and (2).

PURPOSE: This amendment updates terminology and legal authority.

PURPOSE: This rule establishes the length of time that the division, area agencies on aging and service providers shall maintain records and the standards by which confidentiality of records will be maintained.

(1) The division, area agencies on aging and service providers shall maintain all records under Title III for a minimum of three (3) years; Social Services Block Grant records shall be maintained for five (5) years.

(2) The division, area agencies on aging and service providers shall maintain the confidentiality of records as follows:

   (A) All records that identify individual recipients of alternative services shall be confidential and may be released, for administrative and program monitoring purposes only, to the following:

      1. Designated employees [of the Federal Administration on Aging Regional Office VII] of the United States Department of Health and Human Services, Administration for Community Living (ACL);

      2. Designated employees of the Missouri Department of [Social Services/Health and Senior Services] and the Division of [Aging/Senior and Disability Services];

      3. Designated employees of the area agency on aging or service provider; or

   (B) No information or records maintained by the [Long-Term Care] Ombudsman program may be disclosed unless the [Long-Term Care] Ombudsman authorizes the disclosure;

   (C) Lists of names of older [persons] adults shall be used for the purpose of providing services and shall not be distributed, released or used for any other reason;


PUBLIC COST: This proposed amendment will not cost state agencies or political subdivisions more than five hundred dollars ($500) in the aggregate.

PRIVATE COST: This proposed amendment will not cost private entities more than five hundred dollars ($500) in the aggregate.

NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed amendment with Missouri Department of Health and Senior Services, Division of
Senior and Disability Services, Melanie Highland, Division Director, PO Box 570, Jefferson City, MO 65102-0570. Telephone: (573) 526-3626. Email: DSDSDirectorsOffice@health.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the Missouri Register. No public hearing is scheduled.