

**MINNESOTA GOVERNMENT DATA PRACTICES ACT
2023 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS**

Brown County	Responsible Authority —Jaimee Brand Brown County Public Health Director		Department/Division Public Health Disease Prevention and Control	
Name of Form, Record, File, System or Process	Description (Purpose, what it collects, in terms understandable by general public)	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)
Admission Consent, Authorization, and Receipt of Notice of Privacy Practices & Tennesenn Warning	Client name and signature, authorization to obtain reimbursement, notice to client of county privacy practices.	Private	M.S. 13.384	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
MIIC Data System	Immunization history of individuals, including name, address, phone, primary medical provider	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Consent to exchange health information	Consent to release information to another agency	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Immunization Screening Form	Client name, DOB, screening questions	Private	M.S. 13.384	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Parent permission form – consent to immunize	Child name, DOB, parent signature	Private	M.S. 13.384	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Nightingale Notes system	Health info, care plan, client assessment, visit notes, communication log, discharge summary	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Immunization record form	Immunization data; including name, birth date, address, phone number, parent or guardian, primary medical provider, MNVFC qualification, date, manufacturer, lot number of vaccine and signatures of recipient, and vaccine administrator, VIS date	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Parent Consent Form for school immunization release	Child name, birth-date, parent signature.	Private	M.S. 13.384	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Walk in Log Form	Individual name and and reason seen	Private	M.S. 13.384	Jaimee Brand, Director

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Hepatitis B tracking forms	Name, employer, dates of HBV's	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Medicare roster billing form	Name, birth date, Medicare number, and signature	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Health Partners Brown County Employee Roster Billing Form	Name, insurance ID number and group number, birth date and address	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Brown County Tuberculin Skin Test forms	Date and results of tuberculin skin test	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
MDH request for medication to treat LTBI	Test result/treatment regimen for cases of TBI	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
MDH request for medications for suspect/case tuberculosis	Treatment regimen of case	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
MDH tuberculosis case report	Initial case identification (name, tests and results, medical history, etc.) of suspected/confirmed case	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
MDH tuberculosis contact investigation report	Demographics, names and test results of household contacts in relation to index case	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Treatment of Latent Tuberculosis Infection (LTBI); monitoring flow sheet	Record of side effects and patient education regarding meds and treatment	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Communicable disease investigation files notes	Disease investigation and follow-up case data on individuals – includes person, health and medical history on individuals	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Communicable disease outbreak interview form	Disease and medical history on individuals related to outbreak events	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator

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Communicable disease report investigation	Disease and medical history on individuals	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
IPI immunization practices improvement questionnaire	Survey of MNVFC/immunization storage and handling of vaccines practices	Individual and client are private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
MEDSS Data System (Minnesota Electronic Disease Surveillance System)	Documentation of infectious disease investigations are reported here including specific contact information, community contacts, school, places of work, details of diagnosis and treatment. Also used for communication with MDH for Perinatal Hepatitis B Program and Isolation and Quarantine.	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Perinatal Hepatitis B report forms	Disease investigation and follow-up data on individuals and their household contacts, including vaccination history	Private	M.S. 13.384. subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Perinatal Hepatitis B Exposure Notification Letter	Notification to provider of infants in their care that have been exposed to Hepatitis B during birth	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Hepatitis B vaccination and post-vaccination serology results	Report from provider confirming Hepatitis B immunity in exposed infants.	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Pediatric HepB second vaccination series and serology letter	Notification to providers	Private	M.S. 13.384, subd. 3	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Perinatal Hep B Household contact follow up report	Tracking form for primary and other household contacts	Private	M.S. 13.384	Jaimee Brand, Director Michelle Steinbeisser, Coordinator
Outlook Calendar	Client name and date of birth for immunization appointments	Private	M.S. 13.384	Jaimee Brand, Director Michelle Steinbeisser, Coordinator

