

**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 - WIC | |
|--|---|----------------|--|---|
| 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 | Client name and signature, authorization to obtain reimbursement, notice to client of county privacy practices. | Private | M.S. 13.384 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
| Consent for Release and Exchange of Information | Client name, date of birth and signature. Allows exchange of personal information with other facilities, agencies or individuals with client consent. | Private | M.S. 13.384 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
| Medical Formula Document | Client name, Date of Birth, ID Number | Private | M.S. 13.384, subd. 3 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
| Computerized documentation systems: HuBERT – Health Results Real Time (including scanned client rights, scanned ROI, lost voucher report, letters and requests) | Pregnancy nutrition risk and high risk care plans, summary of care plan, name of client, demographics, growth and percentile charts, client specific program data | Private | M.S. 13.384, subd. 3 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
| Formula Log Sheet | Client name and ID number | Private | M.S. 13.384, subd. 3 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
| Printed clinic appointment schedule | Names, times of appointments | Private | M.S. 13.384, subd. 3 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
| Printed Child & Teen Check Ups Referral list | Names of clients referred from WIC to the CTC program or provided CTC outreach information | Private | M.S. 13.384, subd. 3 | Jaimee Brand, Director Teresa Severson, WIC Coordinator |
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