

**MINNESOTA GOVERNMENT DATA PRACTICES ACT  
2017 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS**

Brown County	Responsible Authority – Karen Moritz 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	Karen Moritz, Director Julie Carroll, 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	Karen Moritz, Director Julie Carroll, WIC coordinator
Medical Formula Document	Client name, Date of Birth, ID Number	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Julie Carroll, 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	Karen Moritz, Director Julie Carroll, WIC coordinator
Formula Log Sheet	Client name and ID number	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Julie Carroll, WIC coordinator
Printed clinic appointment schedule	Names, times of appointments	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Julie Carroll, 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	Karen Moritz, Director Julie Carroll, WIC coordinator