

**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 Maternal Child Health	
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 Susan Klossner, Supervisor
Consent to Release and Exchange Personal 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 Susan Klossner, Supervisor
Home safety checklist	Client name, information on safety of client's home	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Lead exposure reports from MDH	Information on blood lead levels exceeding allowable limits in children	Private	M.S. 144.9502, subd. 9	Karen Moritz, Director Susan Klossner, Supervisor
Plan of Care	Client name, address, birthdate, diagnosis, client assessment	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Recipient release for car seat: SCHA, Blue Plus, Grant Seats	Sign off indicating demonstration of appropriate car seat installation	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Referral forms, including Public Health nurse referral, pregnant/parenting teen referral, referral for child abuse/neglect	Client name, address, birth date, and pertinent personal medical information	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Ages and stages developmental questionnaire/Minnesota developmental inventory	Standardized developmental inventory of children ages 2 to 60 months	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Birth defect information system referrals	Health information on referrals from MCH for children with birth defects	Private	M.S. 144.225, subd. 2	Karen Moritz, Director Susan Klossner, Supervisor

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Nightingale Notes System	Health information, care plan, client assessment, visit notes/communication log, discharge summary	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Early hearing detection & identification referrals from MDH	DOB and health information on children who have failed hearing tests and need follow-up.	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Electronic birth records	Database containing birth certificates for Brown County residents	Confidential	M.S. 144.225, subd. 2	Karen Moritz, Director Susan Klossner, Supervisor
Family home visiting data collection forms	Name, address, DOB, health information	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
FAP database/system	Child development form	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Follow along identification form	Child development form	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Growth charts	Height and weight record, including client's name, address and birth date	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Home safety checklist	Client name, information on safety of client's home	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
Catch 3 Program	Client name and demographic information	Private	M.S. 144.9502, subd. 9	Karen Moritz, Director Susan Klossner, Supervisor
Car Seat Application Form	Client name, address, phone number	Private	M.S. 13.384, subd. 3	Karen Moritz, Director Susan Klossner, Supervisor
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