

Homeless Management Information System (HMIS) Client Privacy Rights

Notice for Sonoma County Continuum of Care

ABOUT YOUR INFORMATION: USES, RISKS & PROTECTIONS

- Information you provide to this agency will be entered into the Homeless Management Information System (HMIS) and shared with Partner Agencies unless you opt-out.
- You will receive the same services, whether you allow your personal information to be entered in the HMIS and shared with Partner Agencies or not.
- Your personal information that is in the HMIS will not be shared with any other people or organizations outside of HMIS unless you say it can be.
- Your personal information that is in the HMIS will not be shared with any other government agencies except as required by law.
- Careful measures are taken to protect your personal information, all users are required to complete a security, privacy, and ethics training. If you believe your personal information has been misused and would like to file a grievance, you can do so by contacting the Sonoma County HMIS Administrator at 1450 Neotomas Avenue Santa Rosa, CA 95405 or via e-mail at Daniel.Overbury-Howland@sonoma-county.org; or call (707) 565-1302
- Your data is protected by legal agreements signed by users of the HMIS and by electronic encryption of your personal information.
- Information in the HMIS is used to improve services to clients like you.
- You can contact the Sonoma County Department of Health Services at the number below if:
 - You have questions about the information collected and shared in the HMIS and your rights regarding that information.
 - In the event of an injury to you related to the collection and sharing of information in the HMIS.

YOUR RIGHTS & CHOICES

- You have the right to refuse to provide personal information, or to stop this agency from entering and sharing your personal information into the HMIS.
- You have the right to decide what personal information can be shared about you in the HMIS, and with whom it is shared.
- You have the right to change your mind about what personal information about you this agency has in the HMIS, what types of information about you they can share, and who they can share it with. You must notify this agency in writing if you change your mind.

CONTACT INFORMATION

Sonoma County Department of Health Services,
Homelessness Services Division,
HMIS Administrator
1450 Neotomas Avenue
Santa Rosa, CA 95405
(707) 565-1302