

February 28, 2003

Michael J. Brady  
Director of Employee Benefits  
City Hall, Room 706

Re: Resolution Implementing Requirements of the Health Insurance Portability and Accountability Act of 1996 with respect to Protected Health Information of Individuals Participating in the City of Milwaukee's self-funded Basic Health Plan.

Dear Mr. Brady:

The Health Insurance Portability and Accountability Act of 1996 (HIPAA) imposes certain requirements on group health insurance plans in order to maintain the privacy of certain individually-identifiable health information. The effective date of the HIPAA privacy rules is April 14, 2003.

45 CFR section 164.504 requires that a health plan impose certain restrictions on the use and disclosure of protected health information by its plan sponsor in connection with the administration of the group health plan. The City of Milwaukee, as plan sponsor of the Basic Health Plan administered by Wisconsin Physicians Service Insurance Corporation, must agree to those restrictions.

Pursuant to the enclosed resolution, the City of Milwaukee (in its capacity as plan sponsor) will agree to the restrictions required by law as of April 14, 2003.

We understand that you will arrange for introduction of this resolution at the March 4, 2003 Common Council meeting. Please call Ellen Tangen at 286-8411 with any questions about this resolution.

Very truly yours,

GRANT F. LANGLEY  
City Attorney

ELLEN H. TANGEN  
Assistant City Attorney

Enclosure

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C: Frank Forbes, DER (w/encl)  
Tony Zielinski (w/encl)  
Bradley Trudell, WPS (w/encl)

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