

Mumuta

Use tungor epwe tou ai record non ei fansoun. Kose mochen wanong ei non ai file.

MUMUTAN KATOUN RECORDUN DSHS REN:			
ITEN NASENON	AEWIN	NUKONAPEN	RANIN UPUTIWEN
Ekei porous fan mei tongeni aninis ne kuta record:		ITEN KENA ME MWAN	
NAMPAN AIITITN ARAMAS	PWAN EKKOCH NAMPAN AIITITIN	RANIN ANGANGEN ANINIS	NENIEN EWE ANGANGEN ANINIS
KATOU NGENI:			
ITEN NASENON	AEWIN	NUKONAPEN	ITENAPEN
ITEN MWICH IKA BISINIS IKA PWE MI AEOEO NGENI			
ADDRESS		CITY	STATE ZIP CODE
NAMPAN TENEFON (APACHANONG AREA CODE)	NAMPAN FAX (PACHENONG AREA CODE)	E-MAIL ADDRESS	
WEWEN EPWE KATOU (IKA KE MOCHEN MAKEI)			

MUMUTA

IAN E FEITO ME IE: Uwa mutata ekei programun DSHS an epwe katou ika suuk ngenir porous monomon fanitei ussuj met mei afateti fan. Porous mei tongeno katou non porous ika non kampiuter, posto, fax, ika ar repwe keit non paaw. Cheki meinsin e pwungungeni:

Behavioral Health (Pochokunen Nonomwun, BHA)

- Mwichen State Semwenin Non Mekur (ESH, WSH, CSTC)
- Special Commitment Center (Nenien Sakonon Fofor Ngeni, SCC)
- Forensic Mental Health Services (Angangen Aninisin Forensic Ren Semwenin Non Mekur, OFMHS)
- Pwan Ekkoch (awewe, Ofes Nap kena, RTFs):

Economic Services (Angangen Aninisin Pekin Moni, ESA)

- Angangen Aninisin Nenien Nonom (CSD – aninisin aramas meinsin)
- Aninisin Semirit (DCS)
- Disability Determination Services (Angangen Aninisin Finitan Terir Kena, DDDS)
- Pwan Ekkoch (awewe, Ofes Nap kena):

Office of the Secretary (Ofesin ewe Secretary, OOS)

- Enterprise Risk Management (Tumwunun Kokotun Enterprise, ERMK)
- Kokotun Chon Angang (chon angangen DSHS)

Aging and Long-Term Support (Chinap me pwan Nongetamenon Aninis, AL TSA)

- Home and Community Services (Angangen Aninisin Imw me pwan Nenien Nonom kena, HCS)
- Residential Care Services (Angangen Aninisin Tumun Chon Nom Non Imw kena, RCS)
- Adult Protective Services (Angangen Tumunun Aramas nap kena, APS)
- Pwan Ekkoch (awewe, Ofes Nap kena):

Facilities, Finance, and Analytics

- (Neni kena, Monien, me pwan Awukukun Poraus kena, FFA)
- Background Check Central Unit (Mwichenapen Chekin Poraus Me Mwan, BCCU)
- Fraud and Accountability (Sona me pwan Foforun Ngeni, OFA)
- Asoso / Niwini Chon Angang (Chon angangen DSHS)

Developmental Disabilities (Teririn Maritan kena, DDA)

- Vocational Rehabilitation (Apwaninon Angang, DVR)
- Pwan Ekkoch:

Meinsin kinikinin ewe Department of Social and Health Services (Pwutain Aninisin Non Neni me Safei, DSHS)

RECORD:

Uwa mutata ekei recordun DSHS an epwe katou:

- Record mei nom non kinikinin DSHS asan
- Ekei chok record:
- recordun won ena list mei pacheti

Chechemeni: Ika ena ke anisi ika ekoch record mei monomonono mei pachenong ekei porous non, kopwe amasouwa ei kinikin fan ei ach sipwe tongeni wau ekei record.

RECORD MEI SPECIAL:

Uwa fang ai mumuta an epwe katou ekei porous mei nom non ekewe recordun DSHS (cheki meinsin e pwungungeni):

- Pwungun testin HIV/AIDS me STD, recordun kunan ewe samwaw me safean (RCW 70.02.220)
- Recordun semwenin mokur (RCW 70.02.230 ika 240)
- Recordun Semwenin Unungawen sakau me ekoch metoch (42 CFR Kinikin 2)

- Ei mumuta mei suuk non 180 raan ika _____ (raan ika fansoun, ika ese chekink, epwe 180 raan).
- Ngang mei tongeni atai ika angeisefani ewe mumuta non mak non fansoun ese nifinifin, nge ese siwini porous afen tou.
- Ngang mei weweiti pwun ai record ese chiwen nom fan tumwunun ennu k fan DSHS nupwen ra tou.
- Echo kapiin ei taropwe mei keti an epwe fang ai mumutan katoun record. DSHS mei tongeni ura epwe kamo ar wau kapiin neun record.

PWUNGUNO MEREN (SAIN)	RANIN SAININ	NAMPAN FON (CODEN NENI)
MAAKETIW ITEN	CHON PWARATA/CHON IMPWANG (SAIN PWAN MAKKEI ITOM, IKA MEI TUFICH)	

Ika esapw ngang ewe minne neikewe record, ngang mi mumuta ai upse sain faniten ngang: (Pachei pisekin pwaratan om mumuta)

- Inen me semen emon kiseseni engonmeaanuu ierin
- Chon Tumwun
- Chon Tupwuni
- Pwan Ekkoch:

Esinesin ngeni chon angei porous: Ika pwun ekei record mei anomwu porousen HIV, STD, ika sakau ika aeangawen pwan ekoch metoch, kose tongeni chiwen fangeu ena porous fan epetien ennu k state me mwunap nge ese wor ew sokun pisekin mumuta faniten ekena metoch epwe pwan fiti ekoch pekin eureur.

KAIT REN AMASOUWEN EWE TAROPWEN MUMUTA

Euclean: Kopwe nounou ei taropwe ika ke mochen DSHS epwe wau porous monomon fanitom ika emon (mei pachenong emon souwemwen nin kopwung, chon for enuk, me aramasom). En mei tongeni fang mumuta ren katoun meinisin record mei monomonono e nom ren DSHS ika en mei fen tongeni eukuu met koukun noum record ka mutata ika och chok pekin ewe agency. Ei taropwe mei pwan mwutata an DSHS epwe porous won nonomum non kapas ngeni iona ke finata epwe tupwunuk.

Esinesin ngeni ion sia anisi: Napengeni porous faniten in si anisi DSHS mei amonano iwe ese tongeni wauu ngeni kamon monukun ika ke fang mumuta ika fen katoun ekei porous mei ketiw meren ennu. Mwirin an DSHS epwe wau kapas monomon fanitom, kopwe chechemeni pwun ewe chon angei ese taitap enukun oponon ika monomononon ekei porous nupwen a nom rer. DSHS ese tongeni pinei aninism ika pwun kose sainei ei taropwe om mutngeni DSHS menukun ika e wor met mipwan need an epwe pwunguno om mutata. Faniten porous faniten masowen tumwun meren DSHS mei nom fan HIPAA pwun mei fokun tumneochu porousen om sasafei me om pwuung ren met epwe monomonono fanitom, kose mochen porousngeni DSHS Notice of Privacy Practices (Esinesinen Ekewe Nenien Aninis) meren www.dshs.wa.gov ika tungorei ionna e ngonuk ei taropwe. En mei tongeni angei echo kapiin ei taropwe.

Nounou: En mei tongeni amasowa ei taropwe won fon ika kampiuter ika won poum. For Nounou tab key won ena kampiuter om kopwe mwet seni ew kinikin ngeni ew. **Echo pwan taropwe menukun ei epwe amasou faniten emon me emon chon mochen tungor record, ika mwo pwun semirit.** "En" e wenengeni mineka nounewe record.

Masowen non ei Taropwe:

Noun ewe mineka noun record ID:

- **Itom:** Maketiwi unuseochun itom ika iten ena aramas re tungor record fanitan.
- **Raanin Uputiw:** Kose mochen awora ekei porous mei need an epwe pwarata pwun en ena seni emon mei taitap itemi.

EKOCH METOCH EN MEI TONGENI AWORA an epwe anisi kuten record:

- **ITOM MENOM:** Pachenong pwan ekoch itom en mei neuneu nupwen koowe akangei aninis ika nom won angangen metoch.
- **Nampan noun chon sia anisi ID:** Awora ese nifinin menni napa DSHS e aworanganuk.
- **Pwan ew nampan ID:** Pwan pachenong ew metoch epwe tongeni pwarata en an epwe tongeni anisi DSHS ne kuta record. Pwan pachenong ocial security number (nampan social security) ika epwe pwan eueha.
- **Raanin me nenien ewe angang:** Awora ekei porous an epwe anisi DSHS ne pwarata pwan kuna record ke mochen wau.

ARAMAS E AKANGEI RECORD:

- **Neun ID:** Kose mochen amasouwa ei kinikin non ukukunnon tongeni pwun sipwe tongeni porousngeni ena aramas ika neni epwe tongeni wor anen epwe angei ekewe porous monomon.
- **Wewen Katoun:** Ekei porous mei eueha mwemwen epwe tongeni katou meren DSHS porous faniten sakau me ekoch pisek afeiengaw. Ika pwe en kose kan amasowanong ei taropwew, DSHS epwene maakei ewe popun ren pwarano pwe a kan seni eom tungor.

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- **Kinikinin DSHS:** Kose mochen esisina ekena kinikinin DSHS ke mochen wau recordun ika esisina ena pwor fanchikin non ei kinikn ika ke mochen mutata repwe katon ese nifinin record fanitom e nom ren DSHS. Maketiwi iten ena program non "Pwan Ew" ika ese nom non ekei e tetenitwi.
- **Porous e katou:** Esisina meni record ke mochen epwe katou. En mei tongeni mutata katoun meinisin ika kinikinin ewe ke anisi meren DSHS ika ekoch record monomon. En mei pwan tongeni eukuu katoun record faniten ena ke anisi epwe chok kouk ngeni meni ena agency a esisina non ewe kinikin asan, ika ngeni koukun record mei maketiwi won ei taropwe ika non echo kepwan pacheta en mei sainei. Ika e wor koukun met record ke wauu, ika won ew tetenitwi tichikin record ika tichikatiw koukun, awewe ussun ren raanin ika sokun angang ika sokun record.
- **Record mei epetino:** Ika e wor record ese nifinin mei lachenong porousen HIV/AIDS ika testin STD ika safean, safean semwenin non mokur, ika angangen osukosuken aeangawen pisekin afeiengaw, kopwe fokun cheki ew me ew metoch kopwe mutata DSHS epwe fangeu recordun. Nounou Mumutan Aninisin Non Ekiek, taropwe DSHS 17-270, om kopwe mutata katoun mak faniten aninisin non ekiek (45 CFR 164.508(b) (3) (ii)).
- **Imanan:** Ei taropwe mei iman an epwe fangeu tongenien katonen porous mei nom ren DSHS non ei fansoun. Om mumuta epwe muchuno mwirin 180 raan me ika non ena raan ika fansoun ke finata. Ika kose fini ew raanin, ewe mumuta epwe chok wor non koukun 180 raan En mei tongeni angeisefani ewe mumutan katoun record non mak non ese nifinin fansoun nge epwe kon mang om angeisefani porous afen katou.
- **Meomeon:** Ewe mokutukutun record noun aramas non RCW 42.56.120 me WAC 388-01-080 mei mutata DSHS an epwe ura mei kamo kapiin record fiti fengen me meomeon posto. Pioingen state mei imwen tumwun mei kan awora niwinin recordun nour mei semwen fan ewe Sopwun 70.02 RCW.

SAININ KENA:

- **Ika en ena noumkana record,** sainei pwan makei itom fan. Makei pwan ena raanin om sain pwan nampan noum fon ika nampan ian sipwe tongeni tourngonuk me ie.
- **Ika ke sain faniten emon,** afatiw pwata en mei tongeni sain faniten mineka porousen ekei won ewe saingonon nain iwe pachei echo taropwen orderun kopwun ika taropwe epwe fang ngonuk mumuta mei ketiw meren kopwung. Semirit relwe lean sain ar repwe pwan fang katoun nour record monomon ika pwun ra wate seni ewe ier ra tongeni pwarata mochenir (13 faniten semwenin non mokur me angangen sakau me aeangawen pisekin afeiengaw; 14 ren porous faniten HIV/AIDS ika ekoch STD; ese nifinin meni ier ren epetin popo me katan monukun; 18 ren safei me ekoch record).
- **Chon pwarata ika chon impwang:** Emon chon pwarata ika impwang epwe fokun afataeochu pwun en ena ika kose wanong ei taropwe non fufoun aramas ika ew program e tungor afateochun. Ei aramas epwe sainei me makei itan.

ESINESIN NGENI DSHS: Ika ekei record mei wor porousen HIV ika STD, DSHS epwe esinengeni chon angei pwun ekei porous mei monomonono iwe esapw katou recordun ika ese wor pwan ew tichikin mumuta ussun mei afatiw non RCW 70.02.300. Ika pwun DSHS e tini kapiin record mei pachenong aeangawen pisekin afeiengaw fan ei mumuta, DSHS epwe pachenong ei porous nupwen a wau ei porous ussun met mei afatiw non 42 CFR 2.32:

Ei poraus a toruk seni ekkewe rekot mi nomw fan pwungun annukun monomon ika Federal confidentiality rules (42 CFR masowen 2). Ekkewe annukun Federal kena ra kan pineiuk seni fororun ekkena pwarano seni ei poraus nge ika chok pwe napenon pwarano a kan aporausa mumutan seni ewe maaken amumuta seni ewe aramas ekei poraus ra kan ngeni ika a kan mumuta seni 42 CFR masowen 2. Ew unusenapen amumuta ren ewe katowowun ren porausen safei ika pwan ekkoch poraus ESE KAN naf ren ei popun eaeen. Ewe Federal rules e appeti/aukano an emon epwe aea/aea fengen an emon poraus mei tichik ren och angangen choosa ika tipengaw (kopwung) faniten emon peichen/chon semwen (alcohol ika drug abuse patient).