

**May 2007 PAW TAW Session on
eWiSACWIS Confidentiality Memo and User Audit Tracking**

Key Concepts for Confidentiality

- Statutory requirements
- Business need for information
- Access to information vs. access to system
- Notification regarding use of information
- Client disclosure notice
- Client privacy rights/HIPAA

eWiSACWIS Confidentiality Memo DCFS 2007-03

- Changes since memo first issued in 2003
- Shared record concept
- User access agreement
- Agency access agreement
- Notification protocol

Protecting Confidentiality

- Protecting confidentiality of records
- Working off-site
- eWiSACWIS security
- User security profile reviews
- Restricted cases

User Audit Tracking

- Use of audit tracking report
- When to audit cases or users
- Implications for social workers

Challenges for Confidentiality

- Protecting confidentiality vs. system performance
- Use of system by service providers and other private agencies
- Client access to case information

Questions and Comments