

Summary of Changes - Multiparty Authorization

The updated MPA is effective 9/1/2017 – please update your documentation accordingly

The Regional Task Force for the Homeless (RTFH) has recently updated the Multiparty Authorization (MPA) to allow HMIS Participating Agencies to better serve clients and to help minimize risks of exposure for HMIS Participating Agencies. These revisions have been carefully considered in light of client privacy and the importance of effective service, and in close consultation with legal counsel.

The updates to the MPA include:

- **Extending MPA Term** – The term of the MPA has been extended from one (1) to seven (7) years, as the previous one-year term would have forced agencies to renew MPAs annually which would have required significant resources that would be better used to serve clients. Having a longer term also minimizes risk for all HMIS Participating Agencies because it reduces the possibility of agencies using client data without a signed MPA.
- **Client Contact Information** – Space has been added to enter client’s contact information, including address, phone number, email, and date of birth. We have also clarified that this document is intended to be completed for the Head of Household.
- **Protection of Client Information** - An additional line was added in the “Sensitive Information” section informing clients that RTFH implements administrative, technical, and physical safeguards to protect their sensitive information. This signals to clients and the community that the HMIS Participating Agencies take great care in securing their personal data.
- **Use of De-identified Data** - Clients who sign the new MPA now authorize RTFH to de-identify their information and share this aggregated information for research purposes and in furtherance of RTFH’s mission. RTFH is in the process of developing policies and procedures governing how it will process requests for de-identified information.
- **Authorized Recipient Organizations** – (AKA “HMIS Trust Network”) The MPA better clarifies which agencies can use and disclose the information provided by clients to provide housing and services. The MPA itself explicitly includes a current list of Authorized Recipient Organizations and acknowledges that the list is subject to change, and explains that the updated current list will be maintained on RTFH’s website.
- **Alcohol and Drug Programs** - Alcohol and drug programs are no longer specifically referenced, but instead a broader provision that explains that the HMIS Participating agencies that receive client data will comply with all applicable law is included. This includes the regulations that protect substance abuse data, like 42 CFR Part 2.
- **Client Name and Signature** – The spaces where the client prints and signs their name have been switched, to better align with the HMIS Notice of Privacy Practices.
- **Declining to Share Data** – The section where clients can opt out of sharing their data has changed to a simple check box that the client can check if they do not want their data to be shared, as we cannot lock down individual pieces of data or choose to not share with individual agencies.
- **Alternate Versions** – The MPA is now available in Spanish and as a fillable PDF.