

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-132

**A RESOLUTION APPOINTING AND DESIGNATING TWO (2) HEALTH INSURANCE
PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) PRIVACY OFFICERS FOR
THE TOWNSHIP OF RARITAN**

WHEREAS, because the Township of Raritan is self- insured, HIPAA requires that the Township appoint and designate Privacy Officers to ensure compliance with the law; and

WHEREAS, in furtherance of this goal, the Township's Privacy Officers will be tasked with building a strategic and comprehensive privacy program that defines, develops, maintains and implements policies and processes that enable consistent, effective privacy practices which minimize risk and ensure the confidentiality of protected health information, paper and/or electronic, across all media types and ensure that privacy forms, policies, standards and procedures are all up to date; and

WHEREAS, the Township's Privacy Officers will conduct compliance monitoring activities; and

WHEREAS, the Township's Privacy Officers will develop and deliver initial and ongoing training to the workforce of the Township relevant to HIPAA requirements; and

WHEREAS, the Township's Privacy Officers will develop and administer a process for investigating privacy security complaints; and

WHEREAS, in carrying out these tasks, the Township's Privacy Officers will seek legal advice from the office of the Township Attorney and remain subject to the supervision of the Township Committee of the Township of Raritan.

NOW, THEREFORE BE IT RESOLVED, on this 4th day of June, 2018, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Committee appoints William B. Pandos and Kristi Gano as the Township HIPAA Privacy Officers.

ATTEST:



Lisa Fania, RMC
Township Clerk

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**



Karen Gilbert
Deputy Mayor

