

**County Of San Diego**  
**Health and Human Services Agency (HHSa)**

**SUBJECT: Privacy & Security Training, Statement,  
& Certification**

**NO: HHSa-L-22**  
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**DATE: June 3, 2026**

**REFERENCE:** Health Insurance Portability and Accountability Act; California Information Practices Act; various State agreements.

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**POLICY:** HHSa programs shall ensure all individuals to whom they provide access to HHSa protected information complete annual privacy and security training. HHSa programs and all staff with access to protected information under certain State agreements shall complete annual privacy and security training, sign a confidentiality statement, and receive appropriate certification. Business Assurance and Compliance shall establish procedures for this policy.

**PROCEDURES:** See related procedures and forms at [www.cosdcompliance.org](http://www.cosdcompliance.org).

**RESPONSIBILITIES:** Privacy laws and regulations, such as the Health Insurance Portability and Accountability Act (HIPAA), the California Information Practices Act (IPA), and others, outline confidentiality requirements and clients' rights to their protected information. Many HHSa programs also have agreements with the State of California that outline additional confidentiality parameters. Compliance with these regulations is addressed in a series of Agency policies and procedures maintained by Business Assurance and Compliance.

**DEFINITIONS:** See HHSa Policy L-30 Privacy Definitions.

**QUESTIONS/INFORMATION:** Please contact HHSa Business Assurance and Compliance by email at [Compliance.HHSa@SDCounty.ca.gov](mailto:Compliance.HHSa@SDCounty.ca.gov) or by phone at (619) 237-8571.

Approved: Christy Carlson  
Christy Carlson  
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Business Assurance & Compliance