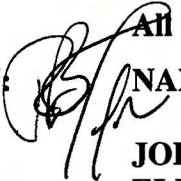
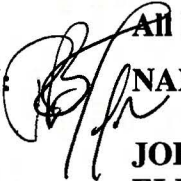


**INTRADEPARTMENTAL MEMORANDUM**  
**MAD-IPP: 15 -05**  
**DATE: 10/22/2015**

**TO:** All HSD STAFF  
**FROM:**  NANCY SMITH-LESLIE, DIRECTOR, MEDICAL ASSISTANCE DIVISION  
**BY:**  JOEY KELLENAERS, ADMINISTRATIVE OPERATIONS MANAGER,  
ELIGIBILITY BUREAU  
**SUBJECT:** Health Insurance Portability and Accountability ACT of 1996 (HIPAA) Notice of Privacy Practices

**GENERAL INFORMATION**

Medicaid Policy found at 8.300.2.10 outlines the Notice of Privacy Practices (NPP) requirements that the Human Services Department (HSD) has established for protecting a recipient's rights under HIPAA. The rule requires HSD to provide an NPP, update the notice as necessary, and distribute the notice and any revised notices to all recipients or their personal representative. Effective immediately HSD shall follow the federal regulation found at 45 CFR§164.520, and all amendments regarding the NPP. The Medical Assistance Division is promulgating a rule to update the current NMAC Policy.

Please address questions regarding this IPP to Joey Kelleners at [joey.kelleners@state.nm.us](mailto:joey.kelleners@state.nm.us) or call (505) 827-6208.