

## Georgia Homeless Management Information System (HMIS) Privacy Policy Notice

This notice describes the privacy policy of the Georgia Homeless Management Information System (“GA HMIS”). GA HMIS is administered by the HMIS Lead Agency, the Georgia Department of Community Affairs (“DCA”), operating on behalf of the Georgia Housing and Finance Authority (GHFA). DCA administers GA HMIS on behalf of the regional homeless services planning bodies (individually referred to as “Continuum of Care” or “CoC” and collectively referred to as “The Collaborative” or “CoCs”) in Georgia that participate in the statewide GA HMIS implementation. This Notice describes the data uses and disclosures by the contributing housing organizations (CHO’s), DCA, and CoC Administrator Agencies. GA HMIS operates on implied consent to enter and share client data with the entities mentioned above. DCA may amend this GA HMIS Privacy Policy at any time, and will maintain a record of any changes made, as well as post new versions on the GA HMIS website. Please read the full Privacy Policy for more details.

<p>Why we collect and enter your information</p>	<ul style="list-style-type: none"> <li>• To provide or coordinate services to clients;</li> <li>• To locate other programs that may be able to assist clients;</li> <li>• For functions related to payment or reimbursement from others for services provided by DCA or DCA’s contractors;</li> <li>• To carry out administrative functions, including legal, audit, personnel, oversight, contract monitoring, program evaluation, and other management functions;</li> <li>• To comply with government and Funder reporting obligations;</li> <li>• For research, data analysis, and community reporting purposes, including reporting to the GA HMIS Steering Committee to inform policy decisions</li> </ul>
<p>Agency Use and disclosure of your information</p>	<ul style="list-style-type: none"> <li>• To provide or coordinate services for individuals to help them end their homelessness.</li> <li>• For functions related to payment or reimbursement for services;</li> <li>• To carry out administrative functions, such as legal, audit, personnel, oversight, contract monitoring, program evaluation, and other management functions;</li> <li>• When required by law to the extent that use, or disclosure complies with and is limited to the requirements of the law.</li> <li>• To avert a serious threat to health or safety</li> <li>• To report about an individual who is believed to be a victim of abuse, neglect or domestic violence to a governmental authority (including a social service or protective services agency) authorized by law to receive reports of abuse, neglect or domestic violence.</li> <li>• To a law enforcement official for a law enforcement purpose</li> <li>• Academic research purposes</li> </ul>
<p>Your rights and choices</p>	<ul style="list-style-type: none"> <li>• Inspect your personal information that is maintained in the GA HMIS, with the exception of case notes;</li> <li>• Ask the agency entering data for the GA HMIS to correct inaccurate or incomplete information within the record;</li> <li>• File a grievance regarding GA HMIS’ privacy policies and practices. DCA will respond to questions and complaints;</li> <li>• Request a copy of this full notice for more details.</li> </ul>
<p>Agency Contact Information</p>	<p>Name: Nancy Zimmermann  Address: 302 Decatur St. SE Suite 101, Atlanta, GA 30312  Phone: 404-561-4921</p>
<p>HMIS Lead Contact Information</p>	<p>Department of Community Affairs  c/o HMIS Lead Manager  60 Executive Park South, NE  Atlanta, GA 30329</p>