

PHI Consent

Frequently Asked Questions about Salt Lake County's PHI Consent Process



1. What is PHI?

PHI is Protected Health Information. Salt Lake County values and respects your privacy and is HIPAA compliant.

2. Why do I need to consent to share my PHI with County?

To protect your privacy, Salt Lake County is required to obtain your permission to receive specific PHI in conjunction with Healthy Lifestyles rebates and cash HSA wellness incentives.

3. What does the County see?

PHI is received from the two health plans (PEHP and Select Health) and the dental plan (EMI). Data is sent to specified Benefit Team members and ONLY includes the following:

- a. Name (employee, spouse or adult designee)
- b. Social Security Number
- c. Wellness procedure (i.e. flu shot, wellness exam, etc.)
- d. Date of wellness procedure
- e. Indicator if your routine physical exam was performed at the HealthyMe Employee Clinic

4. Who will see my PHI?

Designated Salt Lake County Benefits team members and Healthy Lifestyles staff will review your data to verify your eligibility for wellness programs. Mayors Finance, Payroll and IS may see your dollar amount to upload it to your paycheck.

5. What if I don't Consent?

Employees that do not give consent will not be eligible to receive the HSA wellness incentives or credit HealthyLifestyles credit towards their annual rebate.

6. How is my PHI stored?

Your PHI is stored in a secure file on the Salt Lake County server. Access is limited to those who need the information to administer the benefits like the Benefits Team and Healthy Lifestyles.

7. How long does Salt Lake County keep my PHI on record?

Information is kept for several years for audit purposes and accounting purposes.

8. What if I change my mind?

You can consent or withdraw consent any time by logging into PeopleSoft > Self Service > Benefits > PHI Consent. Your spouse or adult designee can do the same by submitting a new form to myhealthylifestyles@slco.org. Your consent is electronic and done through PeopleSoft, your spouse or adult designee must complete a paper form and submit it to the County at:

Salt Lake County Human Resources
Box 144575
Salt Lake City, UT 84114-4575

9. Why does my spouse or adult designee have to consent?

HIPAA protects PHI information for everyone. Individuals have the right to keep their information private or to share it.

10. Why does the County need my consent?

Salt Lake County needs your consent to administer your HealthyLifestyles rebate and the cash HSA incentives. The consent doesn't permit County to see your diagnoses, prescription usage or overall health information. Your consent shares limited data with County personnel and is solely to administer HealthyLifestyles rebates and cash HSA incentives.

