

**PARTICIPATING AGENCY AGREEMENT FOR RIVERSIDE COUNTY HOMELESS
ADULT AND FAMILY MULTIDISCIPLINARY PERSONNEL TEAMS**

BACKGROUND:

Assembly Bill 210 (January 1, 2018) created section 18999.8 of the Welfare and Institutions Code. That new section permits multidisciplinary personnel teams (MDTs) of Participating Agencies to share and exchange information made confidential by State law in order to facilitate the expedited identification, assessment, and linkage of homeless adults and families to housing and supportive services within the County.

PARTICIPATING AGENCY DEFINITION:

Riverside County departments, their contracted agency providers, other governmental agency partners, and any other agencies/organizations that have, as one of their purposes, the identification, assessment, and linkage of homeless families and/or individuals to housing and supportive services to homeless adults or families within the County, may become a “Participating Agency.”

PROTOCOL:

WIC 18999.8 requires that a Countywide protocol be developed as part of implementation of the MDTs. Attached is a copy of the County’s Protocol.

POLICIES AND PROCEDURES:

WIC 18999.8 requires Participating Agencies to have uniform written policies and procedures that include security and privacy awareness training for employees who have access to information pursuant to WIC 18999.8. Attached is a copy of the Uniform County Policies and Procedures, which apply to all Participating Agencies.

CONFIDENTIALITY:

WIC 18999.8 requires all persons that have access to confidential information pursuant to the MDT to sign a confidentiality statement that includes, at minimum, general use, security safeguards, acceptable use, and enforcement policies. Further, every MDT member shall be under the same privacy and confidentiality obligations and subject to the same confidentiality penalties as the person disclosing or providing the information or records. Information and records must be maintained in a manner that ensures the maximum protection of privacy and confidentiality rights. Attached is a copy of the County’s Confidentiality Statement.

SECURITY CONTROLS:

WIC 18999.8 requires that Participating Agencies have security controls that meet applicable State and federal standards, including reasonable administrative, technical, and physical safeguards to ensure data confidentiality, integrity, and availability to prevent unauthorized or inappropriate access, use, or disclosure. Security controls are required by the County’s Protocol and Uniform County Policies and Procedures.

COMPLETE AND ACCURATE INFORMATION:

WIC 18999.8 requires that Participating Agencies take reasonable steps to ensure information provided is complete, accurate, and up to date to the extent necessary for the agency’s intended purposes and that the information has not been altered or destroyed in an unauthorized manner.

ACKNOWLEDGEMENT AND AGREEMENT:

By your signature below, you are certifying:

- Your department or agency will be a Participating Agency;
- Your department or agency has received a copy of and will abide by the County Protocol;
- Your department or agency has received a copy of and will abide by the Uniform County Policies and Procedures; and
- Your department or agency will ensure that all employees participating in information-sharing under a homeless adult and family MDT have signed the required Confidentiality Statement.

Department/Agency Name: _____

Name, Title, and Contact Information of Individual Signing on Department/Agency’s behalf:

Signature: _____

Date: _____

Please email the completed document to DPSScontracts@rivco.org.