

## Tuesday Tip – HIPAA Corro Letter

**Care Managers** - If you identify a family member or caregiver who should have access to PHI (and to whom the Primary Care Team can speak), please task the Care Coordinator on the member's file to create a HIPAA Corro Letter. This letter documents the permission to share with the individual identified by the member.

When creating these tasks, select "Other" for the **Task Type** and type "*HIPAA Corro Letter*" in the free text field. In the **Notes** field, include the individual's name, contact number and relationship to member.



**Task about Mary Poppins** 

**From:** Damien Wimbush [Jump to Associated Member File](#)

**Created On:** 9/1/2015 5:47:04 PM

**Status:** Pending

**Created Date:** 9/1/2015 5:47:04 PM

**To:**  MELO, XIOMARA

**Assigned Date:** 09/01/2015

**Due Date:** Defaults to today if not applicable  
9/1/2015

**Task Type:** Other | HIPAA Corro Letter

**Notes:**  
Member gives permission to share all PHI with Daffy Duck (neighbor). Mr. Duck can be reached at 617-000-0000.  
~DWimbush Clinical Ops Supv.