

## COMMUNICATION PACKAGE OVERVIEW

*This document provides participating organizations with an overview of the contents included in HealthInfoNet's Communication Package to support discussions with internal staff and patients pertaining to the objective, value, and consent choices of Maine's statewide Health Information Exchange.*

### Patient Resources

#	Document Title	Description	Intended Audience	Document Type
1	HIE Overview Poster	Provides a high-level overview of HealthInfoNet and Maine's statewide Health Information Exchange.  <i><u>Important:</u> Per 22 MRSA 1711-C, a health care provider participating in Maine's statewide Health Information Exchange must, upon a patient's first visit following the provider's connection to the HIE, offer to the patient this overview poster that presents additional information about the HIE.</i>	Patients, General Staff	PDF
2	HIE Consent Choices Poster	Shares information about the choices, actions, and outcomes associated with patients' decisions to share their health information with HealthInfoNet for inclusion in Maine's statewide Health Information Exchange.	Patients	PDF
3	HIE Opt-Out Consent Form for General Medical Information	Gives patients the option to not share their general medical information with HealthInfoNet.  <i><u>Important:</u> Per 22 MRSA 1711-C, a health care provider participating in Maine's statewide Health Information Exchange must, upon a patient's first visit following the provider's connection to the HIE, offer to the patient this consent form.</i>	Patients	PDF
4	HIE Opt-Back-In Consent Form for General Medical Information	Gives patients the option to share their general medical information with HealthInfoNet again after previously having chosen to opt-out of sharing their information.	Patients	PDF
5	HIE Opt-In Consent Form for Sensitive Health Information	Gives patients the option to share their sensitive health information (i.e., mental health and/or HIV information) with HealthInfoNet.	Patients	PDF
6	HIE Opt-Out Consent Form for Sensitive Health Information	Gives patients the option to not share their sensitive health information with HealthInfoNet after previously having chosen to opt-in to sharing their information.	Patients	PDF

### Notes:

- The “HIE Overview Poster” is additionally available in the following languages: French (FR), Haitian Creole (HT), Lingala (LN), Portuguese (PT), Somali (SO), and Spanish (ES). These files can be found in the “Translations” sub-folder. The translated adaptations of this file use a prior version from what is provided as the current English language version.
- Each of the consent forms are additionally available in the following languages: French (FR), Haitian Creole (HT), Lingala (LN), Portuguese (PT), Somali (SO), and Spanish (ES). These files can be found in the “Translations” sub-folder.
- Each of the English language consent forms that are available as print versions are additionally available as digital versions online by visiting the following webpage: [www.hinfonet.org/for-patients/](http://www.hinfonet.org/for-patients/)

### Staff Resources

#	Document Title	Description	Intended Audience	Document Type
1	About Maine’s Statewide Health Information Exchange	Provides a comprehensive overview of HealthInfoNet and Maine’s statewide Health Information Exchange.	Leadership, General Staff	PDF
2	Participation Announcement to Internal Staff [Template]	Assists participating organizations in communicating the objective and value of HealthInfoNet and Maine’s statewide Health Information Exchange to internal staff.	General Staff	Word
3	Patient Talking Points for Intake Staff	Provides participating organizations’ intake staff with key patient talking points about their participating with HealthInfoNet and Maine’s statewide Health Information Exchange.	Intake Staff	Word
4	Recommendations for Implementing Patient Consent	Provides participating organizations with key recommendations for successfully implementing the patient consent requirements of Maine’s statewide Health Information Exchange within existing staff workflows.	General Staff	PDF
5	HealthInfoNet References in State of Maine Statutes	Provides participating organizations with an understanding of HealthInfoNet’s obligations and duties as operator of Maine’s statewide Health Information Exchange according to State of Maine statutes.	Leadership	PDF
6	Maine Medical Association – Sample Notice of Privacy Practices	Shares sample Notice of Privacy Practices language from the Maine Medical Association for participating organizations to consider implementing.	Leadership	PDF

