


Idaho CMIS Privacy Notice

Agency Name:		Programs:		Dated: March 30, 2023  Idaho Housing and Finance Association <small>www.ihfa.org</small>	
Address:					
Phone:					
This Agency participates in the Idaho Community Management Information System (CMIS)					
This notice briefly describes how we may use and disclose information we have about you and how you can access that information. If you seek our assistance and provide us with personal information, it is assumed that you consent to the collection of information as described in this notice.					
Scope	This statement applies to Idaho CMIS and the related staff of Affiliated Service Providers, Idaho Housing and Finance Association (IHFA) and the Department of Housing and Urban Development (HUD). CMIS is a human services database that keeps track of the clients we serve and the services that we provide. We collect information that we consider appropriate or as defined in the HUD HMIS Data Standards.				
Uses and Disclosures	<ul style="list-style-type: none"> ▪ Information you provide will be entered into the Idaho CMIS network system. ▪ Information you provide will be used for administrative and operational purposes to improve, provide and coordinate services that can be offered you. ▪ Information you provide will be used for functions related to payment or reimbursement for services. ▪ Information you provide will be used to monitor program effectiveness. ▪ Information you provide will be used to prepare reports and statistical information without Personally Identifying Information (PII). ▪ Information you provide concerning physical or mental health problems will not be shared with anyone other than the CMIS System Administrator, the COC System Administrator, or this Service Provider, unless authorized by you. ▪ Personally Identifying Information (PII) will not be disclosed to any third-party. ▪ Personally Identifying Information (PII) will not be disclosed to any State or Federal Agency except as required by law; or to avoid a serious threat to health or safety. ▪ Failure to provide the requested information may limit the Service Provider's ability to provide services or refer you to other necessary services. ▪ All personal information that we maintain is covered by the policy and practices described in this Privacy Notice. 				
Your Rights	<ul style="list-style-type: none"> ▪ You determine the level of disclosure of your information; You have the right to have your information entered anonymously. ▪ You may request information on your records, profile and services information contained in the Idaho CMIS database. ▪ You are allowed to view your record, have corrections made to your record, and file grievances if necessary. ▪ You are entitled to a copy of this notice. 				
Other Important Information	<ul style="list-style-type: none"> ▪ This privacy notice may be amended at any time and may affect information collected before the date of the amendment. ▪ This notice is not a legal contract. ▪ For safety concerns, talk to staff. We accept and consider all questions or complaints regarding CMIS Idaho. ▪ A copy of this notice can be found online at: idahohousing.com/hmis under the <i>HMIS Privacy Forms</i> tab. <p style="font-size: small;">IHFA understands and abides by the Violence Against Women Act (VAWA) Section 3 and Family Violence Prevention Service Act (FVPSA) confidentiality provisions to protect victim information, which prohibits sharing personally identifying information about victims without informed, written, reasonably time-limited consent.</p>		How To Reach Us	<p><i>For more information contact the Idaho CMIS System Administrator:</i></p> <p>CMIS Security & Compliance Coordinator HMIS Lead</p> <p>Idaho Housing and Finance Association 855-505-4700 ext. 4460 cmis@ihfa.org</p>	