

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

Clay County	Responsible Authority - Rhonda Porter Clay County Social Services Director		Department/Division Social Services Income Maintenance Services		Employee Work Access
	Name of Form, Record, File, System, or Process	Description (Purpose, what it collects, in terms understandable by general public)	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)
DHS-6231	MHCP Citizenship and Identity Proofs	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1609	Nonreceipt/replacement affidavit	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4843A	Proof of U.S. Citizenship Statement by Applicant/Enrollee	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4843B	Proof of U.S. Citizenship Statement by Friend or Family Member	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6696	MNSure Application for Health Coverage and Help Paying Costs	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6801	White Earth Transfer Verification Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6662	90 Day Override request	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6124	Authorization to disclose protected health information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-3525A	Certification of Further Treatment Required	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
CLPRDER	Closest Provider (CP)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4145	County Notice of IMD Status	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3550	Minnesota Child Care Assistance Program Application	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3163B	Referral to Support and Collections	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2868	Hospice Transaction Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4125	Intra-County Notice of Chemical Dependency IMD Placement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3547	MA-EPD Initial Premium Notice	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-2338	Cooperation with Child Support Enforcement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5367	Parent Acknowledgement when Choosing a Legal Nonlicensed Provider	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2237A	Medical Service Questionnaire	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2647	Reporting responsibilities for MFIP	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3904	MHCP Medicare Drug Coverage	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3954	MHPC Request for Retroactive Medical Assistance	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3417A	Minnesota Health Care Programs Application Signature Page	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6305_ENG	Parent Medical Condition Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-2114	Request for Medical Opinion	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6123	SMRT Referral for Disability Determination	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4106A	Health Plan Enrollment Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6696A	Supplement to MNSure Application for Health Coverage and Help Paying Costs	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3907	Information Needed for Reported Changes	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1467A	State Medical Review Team Determination of Disability	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3525B	Temporary Medical Assistance Authorization	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3271	Request for Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-6696A	MNSure Renewal	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2776E	Agency Error Overpayment Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3236	Proof of Pregnancy Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3443	Individual Discharge Information Sheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-0033	Appeal to State Agency	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3960	Request for Information for Past Health Coverage	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5203	Request for Income Verification	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6059A	MHCP Medical Care Received	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-3340	Asset Assessment for Medical Assistance (MA) - Payment of Long-Term Care (LTC) Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3340A	Asset Assessment Results	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5312E	Case Review Part V: Child Care Assistance – Provider	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-7207	We have determined your Health Insurance is Cost Effective	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
CLI001	Collections Referral Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-0666	Compliance with State Decision	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2776C	Computation of DWP Overpayment Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2776	Computation of MFIP Overpayment Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-2776A	Computation of Supplemental Nutrition Assistance	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2776B	Computation of Work Benefit Overpayment Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
EA628	Counted Months of TANF Cash Assistance - Request for Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
Burial	County Burial (CB)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3340C	Designation of Assets	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4935B	Determination of Waiver Request - Attorney	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4935A	Determination of Waiver Request - Requestor	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS5675	Electronic Claims Payment Affidavit	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-7207B	We have determined your Health Insurance is not Cost Effective	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2136	Food Support Claim Determination Report	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3335A	Fraud Prevention Investigation Referral	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3437	Giving Permission for Someone to Act on My Behalf	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4571	Interim Assistance Repayment Request	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3203	Medical Assistance Lien Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3134	Notice of Disqualification for Intentional Program Violation	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3131	Notice of Intentional Program Violation	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-4600	Notice of Medical Assistance Overpayment	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2775	Notice of Overpayment	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4939	Notice of Overpayment	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3131A	Provider Notice of Intentional Program Violation-Waiver of Administrative Disqualification Hearing	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2133	Recipient Claims History Profile Request	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3340B	Requested Asset Assessment Results	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4759	Special Needs/Pooled Trust Referral Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-0035	State Agency Appeals Summary	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-2630	Alternative Care Program Eligibility Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3531	Application for Payment of Long-Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3525	Application/Renewal for Breast and Cervical Cancer Coverage Group	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
applymn	ApplyMN (AM)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3312	Authorization for Release of Information From SSA	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2402	Change Report Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3727	Combined Annual Renewal For Certain Populations	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5223C	Combined Application - Addendum (Cash and Supplemental Nutrition Assistance Program)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-5223D	Combined Application - Child Care Addendum	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5223	Combined Application Form (CAF)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5576A	Combined Six Month Report - Supplement for cash programs	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5576	Combined Six-Month Report	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5576B	Combined Six-Month Report Cover Letter	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4834	Expedited SNAP Evaluation Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2975A	First Quarterly Report (Transition Year Medical Assistance)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2243A	General Authorization for Release of Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-3549	General Consent/Authorization for Release of Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3876	HC Application for Certain Populations	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3417B	HCR Health Care Request	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3443	Individual Discharge Information Sheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1795A	Interim Assistance Agreement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5591	MA and MinnesotaCare Worker Verification Checklist	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3328	MCHP - Request for Social Security Number	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5779	Medical Coverage for Child Receiving Adoption Assistance	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-4412	MFIP to Food Support Checklist	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4796	MHCP Change Report Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3418	Minnesota Health Care Programs Renewal	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5223E	Minnesota Transition Application Form (MTAF)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6696A	MN Sure App Supplement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6696	MnSure App	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
MNsure Closing Letters	MNsure Closing Letters	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
MNsure Renewal	MNsure Renewal	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-4532	Notice of Denial for Public Assistance Applicants or Recipients	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2414	Notice of Late or Incomplete Household Report Form Health Care Renewal Form or Combined Six Month Report	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2116	Notice to Apply for Other Maintenance Benefits	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3543A	Payment of Long Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2975	TYMA Quarterly Report	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2128	Renewal for People Receiving Long-Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4009	Request for Address	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3271	Request for Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-3960	Request for Information for Past Health Coverage	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3543	Request for Payment of Long-Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4060	Request to Close Support Case	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5038	Request to Reopen Medical Assistance	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1795	SSI Interim Assistance Authorization	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6696B	Supplement to the Minnesota Health Care Programs Application	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5223F	Supplemental Nutrition Assistance Program (SNAP) Application for Seniors	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3417D	Supplemental Nutrition Assistance Program Addendum to the Minnesota Health Care Programs Application	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

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DHS-6351	Verification of Application for Rental	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2919A	Verification Request Form - A	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2919B	Verification Request Form - B	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4015	Waiver and Alternative Care Programs-Provider Enrollment Application	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5006F	2013 Earned Income/Pay Period/Date Tracking Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2146	Authorization for Release of Employment Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6974A	Child Care Assistance Program Student Income and Expense	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2708	Community Minnesota Supplemental Aid Budget Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

Clay County	Responsible Authority - Rhonda Porter Clay County Social Services Director		Department/Division Social Services Income Maintenance Services		Employee Work Access
	Name of Form, Record, File, System, or Process	Description <i>(Purpose, what it collects, in terms understandable by general public)</i>	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)
DHS-5006E	Earned Income/Pay Period/Date Tracking Form - 2012	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2646	Financial Aid Information Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
CLI002	FPI Wage Match	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2808	Gift or Loan Statement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3341	Asset Reduction Worksheet	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2243	Authorization for Release of Information About Assets	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5426C	Long-Term Care Partnership Protected Assets	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5143	MHCP Required Annuity Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

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Clay County	Responsible Authority - Rhonda Porter Clay County Social Services Director		Department/Division Social Services Income Maintenance Services		Employee Work Access
	Name of Form, Record, File, System, or Process	Description <i>(Purpose, what it collects, in terms understandable by general public)</i>	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)
DHS-6054	Signed Personal Statement about Assets for MFIP, DWP, GA, MSA, and GRH Programs	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3336	Self-Employment Report Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2286	Tips Report Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6035	MHCP Request for Proof of Residence (PARIS)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2952	Release Residence and Shelter Expenses	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2140	Application for Social Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2992	Authorization to Share Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3632	Child Support Good Cause Exemption	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

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DHS-3180	Client Option Spenddown Bill	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6670	County to MinnesotaCare Case Transfer Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-7123	Habitability Inspection	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3726	Information for People Who Have Served in the U.S. Military	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3195	Inter Agency Case Transfer Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6112	Medical Need	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3238	MFIP for Minor Caregivers	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6189D	MHCP Assistive Technology Providers Applicant Assurance Statement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

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DHS-6189G	MHCP Environmental Accessibility Providers Applicant Assurance Statement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6383	MHCP HCBS Waiver/AC Programs Lead Agency Provider Enrollment Request Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4016A	MHCP Organization Provider Enrollment Application	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6230	MHCP Request for Proof of Citizenship and Identity	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5492	Minnesota Health Care Programs - Return Proofs Cover Letter	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3444	Minnesota Health Care Programs Medicare Application Referral Letter	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3352	MinnesotaCare Income Worksheet for Tax Year 2012	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5277A	Notice of Cash Benefits	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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	Name of Form, Record, File, System, or Process	Description <i>(Purpose, what it collects, in terms understandable by general public)</i>	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)
DHS-3630	Notice of Child Support Good Cause Redetermination	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-7122	Professional Statement of Need	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2882	Referral of Minor Parent to Social Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3161	Request for Designated Provider Agreement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2883	Request for Verification of School Attendance/Progress	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3165A	SNAP E and T Status Update Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3152	Targeted Case Management (TCM)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3017	What is a Spenddown?	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

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DHS-2686A	Child Support Enforcement Notification	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2338	Cooperation with Child Support Enforcement	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3627	Important Information about Your Request for a Child Support Good Cause Exemption	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4621	MinnesotaCare Medical Support Referral	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3629	Notice of Child Support Good Cause Approval	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3628	Notice of Denial of Child Support Good Cause Exemption	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3163B	Referral to Support and Collections	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3631	Request to End Child Support Good Cause	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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DHS-3159	Voluntary Recognition of Parentage	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5036A	Annuity Beneficiary Designation Form – Annuity Owner is the Spouse of Person Seeking Payment of Long- Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5036	Annuity Beneficiary Designation Form – Annuity Owner Seeking Payment of Long-Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6364	Hardship Waiver Request for Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5037	Issuer of Annuity Notice of Obligation	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5181	Lead Agency Case Manager/Worker Communication Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5426	Long Term Care Partnership and Medical Assistance Asset Protection	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5426E	Long-Term Care Partnership Updated Insurance Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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DHS-4277	Long-Term Care Spenddown Refund or Non-collection	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3050	Long-Term Care/County Communication Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5590	MA-LTC Case Checklist	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4915	Medical Assistance (MA) Payment of Long-Term Care Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6059A	Medical Care Received	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6059B	Medical Expense Tracking Worksheet for the LTC Income Calculation	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3546A	MHCP for People Who Have a Disability or are Age 65 or Older	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3907	MHCP Information Needed for Reported Changes	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

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DHS-6059C	MHCP Reported Medical Expenses	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5426A	Permission to Share Long-Term Care Insurance Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1503	PHYSICIAN CERTIFICATION	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4161	Diversions Work Program Referral to Employment Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4026	DWP / MFIP Screening Questions	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3165	DWP-MFIP Status Update Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
EmpPln	Employment Plan (EP)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3166	Employment Services	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

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	Name of Form, Record, File, System, or Process	Description <i>(Purpose, what it collects, in terms understandable by general public)</i>	Classification	Citation for Classification (Statute, Law, or Rule)	Designee (Name, Title)
DHS-3227	Failure to Comply Notice	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3323	Family Violence Referral	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3365	Mandatory Vendor Form Request for Information	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2929	Notice of Requirement to Attend MFIP Overview	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2961	Notice of Requirement to Attend School	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3166R	RCAP Employment Services Referral	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-6935	SNAP Employment & Training Services Job Search/Work Activity Log	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3048	Tribal/Reservation Membership	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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DHS-2841A	Cost Effective Insurance Calculation	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2841C	Cost Effective Insurance Determination	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2841	Cost Effective Insurance Information – Employer or Insurance Company	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2841D	Cost Effective Insurance Prorating Premium and Deductible Amounts	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2841B	Cost Effective Insurance Referral Applicant/Enrollee	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1922B	Health Insurance Information Form (HIIF)	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4106A	Health Plan Enrollment Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-4106C	Health Plan Enrollment Form for people 65 or older	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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DHS-5275	Health Plan Notification of Foster Care/Child Protection Placement with Authorization Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3880	Medical Assistance (MA) Payment of Cost Effective Health Insurance Notice	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3959	Medical Assistance Spenddown - You Must Act Now	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-1844	Medical Expenses Request	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3439	Medicare Buy-in Referral Letter	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3261	MHCP - Expense Reimbursement Form	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-5792C	MHCP Important Information about Medical Assistance (MA) for Enrollees who have a Spenddown or Waiver Obligation	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3348	Minnesota Health Care Programs	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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DHS-7207A	We Have Determined Your Health Insurance Is Cost Effective	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-7207B	We Have Determined Your Health Insurance Is Not Cost Effective	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3358	Application Transfer	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3081	MHCP Agreement to Prepay Medical Assistance (MA) Spenddown	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3308A	Minnesota Health Care Programs Memo	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-2984	Request for Voluntary Vendor Payment	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3446	Retroactive MinnesotaCare	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
DHS-3478	Instructions for Completing the Title IV-E Foster Care Supplement to the Health Care Programs Application	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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DHS-5103	Title IV-E Foster Care Basic Eligibility Determination	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
Financial Literacy Referral Letter	Referral form to Lakes and Prairies for Financial Literacy services for some applying for Emergency Assistance	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
Special Diet Letter	This form is given to client when they report that they are on a special diet which could give additional money to their cash benefits	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
Clay County Request for Information	This form is filled out when a client is requesting something from their file to be printed for them and given to them	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
EA/EGA denial letter	Letter sent to applicant of EA/EGA	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
County Burial Application	Application for a county funded burial	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
Clay County Appointment Letter	FW and OSS will give this out to a client who drops off an application but does not want to stay for an interview at that time to set up an appointment for a later date.	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director
MAXIS Case Notes	Case notes entered by Financial Worker about activity taken on the case, eligibility etc.	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director

MINNESOTA GOVERNMENT DATA PRACTICES ACT

2016 INVENTORY OF NOT PUBLIC DATA ON INDIVIDUALS

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METS Case Notes	Case notes entered by Financial Worker about activity taken on the case relative to healthcare eligibility etc.	Private	M.S. 13.46, subd. 2	Larry Young, Financial Assistance Supervisor	Financial Workers, Support Staff, Supervisor, Director