

EMPLOYMENT GATEWAY: Matching Individual Talent with Business Needs

WHY

Employment is an essential part of living a full life, yet the majority of people with cognitive disabilities are unemployed or underemployed.

HOW

The Coleman Institute's Declaration of the Rights of People with Cognitive Disabilities to Technology and Information Access.

Thoughtful policies and procedures that balance the right to privacy and security with the right to access technology and information sharing.

WHO



Job seekers with cognitive disabilities.

WHAT

Person-centered job search tools that are strength and interest-based, to include a multimedia portfolio.

"Ensuring access to technology and information for the 28 million people with cognitive disabilities in the United States will create new markets and employment opportunities; decrease dependency on public services; reduce healthcare costs; and improve the independence, productivity, and quality of life of people with cognitive disabilities."

- Declaration of the Rights of People with Cognitive Disabilities to Technology and Information Access



Coleman Institute for Cognitive Disabilities

UNIVERSITY OF COLORADO

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

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HIPAA Covered Entity

ORGANIZATIONAL STRUCTURE	<ul style="list-style-type: none">• Health and Human Services is the governing body• Single, secure server for the organization and platform• HIPAA privacy and security policy for all functions
JOB SEEKER	Informed consent/authorization using the “Teachback Method” and HIPAA-compliant authorization forms, including purpose of use, authorized viewers, expiration date, ability to revoke authorization, and disclaimer regarding risk of posting information on the internet and risk of employer re-disclosure.
VENDORS (hosting company, software, videographer)	<ul style="list-style-type: none">• Business Associate Agreement• Encryption (SSL Certificate)• Company’s HIPAA privacy and security policy• Data breaches reported to HHS and individuals
EMPLOYERS	<ul style="list-style-type: none">• Non-disclosure agreement• Terms of service agreement• Privacy policy (but not governed by HIPAA)• State Data Breach Laws• Data breaches reported to Attorney General and individuals

HIPAA Hybrid Entity

ORGANIZATIONAL STRUCTURE	<ul style="list-style-type: none">• Delineate functions that are not HIPAA-protected, (e.g. the Employment Gateway)• Attorney General is the governing body for non-HIPAA function• Health and Human Services is the governing body for HIPAA functions• Separate server or firewall protecting the HIPAA functions and information• Separate privacy policy for non-HIPAA function
JOB SEEKER	Informed consent using the “Teachback Method” and disclosure of what is HIPAA-protected information and what is not; purpose of use, authorized viewers, expiration date, ability to revoke authorization and disclaimer regarding risk of posting information on the internet and risk of employer re-disclosure.
VENDORS (hosting company, software, videographer)	<ul style="list-style-type: none">• Non-disclosure• Terms of service• Privacy policy• State Data Breach Law - report to Attorney General• Policy for retaining rights or access to content• Confidentiality agreement
EMPLOYERS	<ul style="list-style-type: none">• Non-disclosure agreement• Terms of service agreement• Privacy policy• Data breaches reported to Attorney General• Password protected