I. **Purpose**

The purpose of this policy is to define the requirements that a Participant must satisfy for onboarding to the California Trusted Exchange Network (CTEN) for transactions for purposes of treatment, payment, or health care operations.

II. **Applicability of Policy**

A. Participants participating in any transaction for treatment, payment, or health care operations purposes on the CTEN.

B. The CTEN Administrator and others involved in related functions.

III. **Policy**

A. **Obligations of the Parties**

This section outlines the relationships between the parties and identifies the “Obligations” or responsibilities of the parties to one another, as established by the CalDURSA, that are required for transactions for treatment, payment, or health care operations.

1. All Parties shall comply with all applicable state and federal laws and regulations.‖

   For the purposes of the CTEN, we have defined three Parties (Participants, their affiliated Subparticipant organizations, and the Authorized End Users of either) within the scope of this policy. Among these Parties, the policy requirements of the CTEN are stated as obligations between two or more parties (for example, between the Participant and a

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1 Applicable state and federal laws and regulations include, but are not limited to: the Health Insurance Portability and Accountability Act (HIPAA); the Health Information Technology for Economic and Clinical Health Act (HITECH Act), which is part of the American Recovery ad Reinvestment Act of 2009 (ARRA); and, California's Confidentiality of Mediial Information Act (CMIA, found in California Civil Code Sections 55-56.16, http://www.leginfo.ca.gov/cgi-bin/calawquery?codesection=civ&codebody=&hits=20).
Subparticipant). Obligations between Parties exist when contractual requirements specify that a Party must require its subordinates to satisfy an obligation as a flow down (for example, where the Participant obligates a Subparticipant to require the Authorized End Users to fulfill specific requirements).

B. Obligations of the Participant

The obligations of the Participant are grouped below into the obligations that the Participant is bound to with regards to its relationship with other Participants via the CTEN and the Obligations that the Participants are expected to satisfy in relation to its Subparticipants and Authorized End Users.

Obligations of the Participant to other CTEN Participants

1. The Participant shall ensure that any Authorized End User whose authorization has been discontinued is no longer able to use the offerings of CTEN, and shall require that any Subparticipants also ensure the same for their Authorized End Users.

2. The Participant shall continue to satisfy all of its obligations under the CalDURSA and this policy to which it is a party.

3. The Participant shall monitor the expiration date(s) of digital certificate(s) they have submitted, if any, and ensure that the CTEN Administrator receives new certificate(s) prior to expiration.

4. The Participant acknowledges that the California Interoperability Committee (CIC) may modify these requirements as the needs of CTEN change and acknowledges that a condition of ongoing Participant status may depend on submitting additional information or evidence that the Participant satisfies the eligibility criteria of CTEN.

5. The Participant shall submit for review by the CIC any material changes to Participant Agreements that may impact obligations under the CalDURSA and this policy to which it is a party.
Obligations of the Participant to Authorized End Users

6. Obligations of the Participant with respect to its Authorized End Users are defined in the CalDURSA, Section 12. Such obligations are acknowledged by this statement to be part of this policy.

C. Obligations of the Authorized End User

1. Obligations of the Authorized End Users are defined in the CaDURSA, Section 12.2. Such obligations are acknowledged by this statement to be part of this policy.

IV. References

None

V. Related Policies or Procedures

- California Data Use and Reciprocal Support Agreement (CaDURSA)
- CTEN Exchange Policy and Procedure EPP-1 Definitions and Maintaining Exchange Policies and Procedures
- CTEN Exchange Policy and Procedure EPP-9 Procedure for Onboarding for Treatment, Payment, or Operations

VI. Version History

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<td>9/15/2017</td>
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