

Offshore Questionnaire

Health Plan of San Joaquin/Mountain Valley Health Plan (“Health Plan”) does not allow its vendors and their downstream subcontractors to view, access, or store PHI, PII, or Confidential Information offshore. Thus, Health Plan requires all vendors to disclose the location(s) where all services under the contract will be performed.

- 1. Grid Instructions:** Please list and describe all services that Contractor is providing to Health Plan. For each service, list the location where the service is performed and whether the service involves viewing, accessing, or storing Health Plan enrollees’ Protected Health Information (“PHI” as defined in the HIPAA Privacy Rule) and/or Health Plan’s Confidential Information.

Please also disclose whether Contractor’s subcontracts any portion of the service to an affiliate or third party. Any downstream subcontractors must also complete this Offshoring Questionnaire and Security Questionnaire.

If a service involves multiple segments and/or is performed in multiple locations, describe all segments and disclose all locations (e.g., scanning of a claim in Atlanta, processing of claim in Philadelphia, technical support provided by personnel in India, etc.)

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2. Are any of the services listed in your response to Question 1 performed offshore, i.e., outside of the United States? Yes No

If Yes, go to Question 3. If No, the responses to this questionnaire are complete.

3. Will Contractor view or access Health Plan's PHI or Confidential Information at the offshore location where the service is performed? Yes No

If Yes, go to Question 4. If No, go to Question 5.

4. Is Contractor's viewing or access to Health Plan PHI or Confidential Information offshore ONLY on a limited or temporary basis? An example would be IT technical support.

Yes No

If Yes, go to Question 5. If No, go to Question 6.

5. Will Contractor store Health Plan PHI or Confidential Information at the offshore location where the service is performed or at an offshore data center? Yes No

If Yes, go to Question 6. If No, the responses to this questionnaire are complete.

6. Can Contractor either:

- a) move any and all services involving viewing, accessing, or storing PHI/Confidential Information onshore; or make changes to its processes so that any offshore activities do not include viewing, accessing, or storing PHI/Confidential Information?

If Yes, provide a detailed description of the changes Contractor proposes to make. Include the date by which the changes will be completed.

If No, Contractor is not eligible to participate in RFP. If there is an existing contract, Contractor must take corrective action or Health Plan may pursue termination of the contract.

I hereby certify that, to the best of my knowledge, the answers and statements provided are true, correct, and complete. I agree to promptly notify Health Plan if any answers are later found to be inaccurate. I understand that providing inaccurate or false statements may result in corrective action or termination of the contract with Health Plan. If Contractor subcontracts any portion of the services, I will require the downstream subcontractors to complete the Offshoring and Security Questionnaires.

Name:	Signature:
Company Name:	Date: