

# MICHIGAN HEALTH INFORMATION NETWORK SHARED SERVICES

## Use Case Exhibit

### Use Case Name: Referrals

This Use Case Exhibit (“UCE”) is effective and binding upon the Participating Organization (“PO”) and subject to the Terms. HIN and PO are referred to herein collectively as “Parties” and individually as a “Party”.

1. **Purpose.** The purpose of this Use Case Exhibit is to set forth the requirements for PO to use HIN services as a means for PO to send and receive Message Content. The Referrals use case supports organizational workflow improvements by helping to securely communicate and manage Referrals to any organization throughout the care continuum involved in the coordination of care and a person’s overall wellbeing.
2. **[RESERVED]**
3. **Definitions.**
  - 3.1. **Interconnected Referral Network (IRN)** a care network that knits together health care, human services and community-based organizations to facilitate the coordination of care.
  - 3.2. **Referrals** means an electronic process that enables the seamless transfer of a person’s information between a primary and secondary organization to facilitate the coordination of care.
  - 3.3. **Message Content** means the patient demographics and pertinent information sent by a PO to manage a Referral.
  - 3.4. **Transactional Basis** means the transmission of Message Content through the HIN
4. **Use Case Details.**
  - 4.1. **Primary Use**
    - 4.1.1 Message Content may be used for Treatment, Payment, or Operations, consistent with the requirements set forth in HIPAA.
  - 4.2 **Additional Permissible Use**

The following uses of the data from the customer are permissible unless otherwise specified in the Exhibit:

    - 4.2.1 Message Content may be used by health professionals as permitted by HIPAA and Applicable Law.
    - 4.2.2 The Parties may make additional use of Message Content as permitted under the Terms.

- 4.2.3 HIN may use Message Content to gain insights needed to support the Referrals use case and other use cases including public health reporting, population health reporting, analytics, and future use cases that reference Referrals.
- 4.2.4 HIN may use Message Content for reporting and internal audits.

#### 4.3. **Limitations on use**

Messages may not be used for competitive purposes. PO may send, receive, find, or use messages consistent with the terms herein and as otherwise permitted by the Agreement. The PO shall not share messages in a manner inconsistent with this UCE, as applicable.

#### 4.4. **Related Use Case Requirements**

- 4.4.1. Organizations contributing data for this use case are required to onboard to the following use cases: Active Care Relationship Service and Health Directory.

5. **Service Interruptions.** No service interruption variations.

6. **Responsibilities of the Parties.**

##### 6.1. **PO's Responsibilities as a Sender**

- 6.1.1. PO using Message Content must at all times fully comply with this UCE and all restrictions on how Message Content can or cannot be used.
- 6.1.2. PO assumes responsibility to have appropriate consent form(s) signed before sending a Referral.
- 6.1.3. PO assumes responsibility for obtaining permission from the individuals referenced in the Referral to display their documents within the HIN.
- 6.1.4. PO assumes responsibility to confirm that all demographic information for the individuals referenced in the Referral is correct and up-to-date prior to sending the Referral.
- 6.1.5. PO assumes responsibility to confirm that all attachments are relevant and for the individuals referenced in the Referral.
- 6.1.6. PO assumes responsibility for managing user accounts and will inactivate accounts as needed in a timely manner.

##### 6.2. **PO's Responsibilities as a Receiver**

- 6.1.1. PO assumes responsibility to act on all received Referrals in a timely manner.
- 6.2.1. PO assumes responsibility to manage user accounts and will inactivate accounts as needed in a timely manner.
- 6.2.2. PO assumes responsibility for keeping all organization related information current.

##### 6.3. **HIN's Responsibilities**

- 6.3.1. HIN will ensure that sent and received Message Content is available to POs in a timely manner.
- 6.3.2. HIN will route Message Content as appropriate.
- 6.3.3. HIN is allowed to send, receive, find and use Message Content for activities related to this Exhibit.

7. **Other Terms.**

7.1. **PO Contacts** PO will provide to HIN the appropriate contact information for this Use Case.

7.2. **Data Format** Message Content submitted to HIN must fully conform to the specific UCIG for each Use Case that PO participates in using HIN.

8. **Implementation Guide(s).** The Use Case Implementation Guide(s) for this Use Case are provided at <https://mihin.org/implementation-guides/>.