

# **Faribault County Data Practices Policies for Accuracy and Completeness**

## **IF FARIBAULT COUNTY DETERMINES THAT CHALLENGED DATA ARE ACCURATE AND/OR COMPLETE AND THE DATA SUBJECT DISAGREES WITH THAT DETERMINATION THE SUBJECT HAS THE RIGHT TO APPEAL THE DETERMINATION TO THE COMMISSIONER OF ADMINISTRATION**

1. The subject has the right to take this step after both the subject and the county have properly completed all the steps in the data challenge process. The subject may appeal only the county's determination about the accuracy and/or completeness of data.
2. The requirements for filing an appeal are in Minnesota Rules Section 1205.1600.
3. Procedure when data is not accurate or complete.
  - a. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days, either:
    1. Correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or
    2. Notify the individual the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.
  3. The determination of the responsible authority may be appealed pursuant to the Administrative Procedure Act, MINN. STAT. § 14.57 to 14.62 and Minn. R. 1205.1600, relating to contested cases. Upon receipt of an appeal by an individual the Commissioner of Administration shall before issuing the order and notice of a contested case hearing required by Chapter 14 try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent the Commissioner may refer the matter to mediation. Following these efforts, the Commissioner shall dismiss the appeal if resolved or issue the order and notice of hearing.
    - a. Data on individuals successfully challenged by an individual must be completed, corrected, or destroyed without regard to the requirements of Minn. Stat. § 138.17.
    - b. After completing, correcting, or destroying successfully challenged data the county will retain a copy of the Commissioner of Administration's order issued under Chapter 14 or if no order was issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

# Faribault County Data Practices Contacts

## Responsible Authority

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