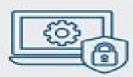
## HIPAA COMPLIANCE CHECKLIST



## TECHNICAL PROTECTIONS

- . ENCRYPT & AUTHENTICATE EPHI
- CONTROL/LOG ACCESS & CHANGES TO EPHI
- AUTO-LOGOFF



## PHYSICAL PROTECTIONS

- CONTROL/MONITOR PHYSICAL ACCESS
- MANAGE WORKSTATIONS

 PROTECT & TRACK EPHI DEVICES



## ADMINISTRATIVE PROTECTIONS

- ASSESS & MANAGE RISK
- TRAIN STAFF

 BUILD/TEST CONTINGENCIES

- BLOCK UNAUTHORIZED
   SIGN BAAS **ACCESS**

 DOCUMENT SECURITY INCIDENCES



## HIPAA PRIVACY RULE TO-DO

- RESPOND TO PATIENT ACCESS REQUESTS
- MAINTAIN EPHIL INTEGRITY

- INFORM PATIENTS WITH NPPS
- GET PERMISSION TO USE EPHI
- TRAIN STAFF
- UPDATE FORMS/COPY



### HIPAA BREACH NOTIFICATION RULE TO-DO

- PROMPTLY NOTIFY PATIENTS:
- HHS & POTENTIALLY THE MEDIA
- ENSURE YOUR. NOTIFICATION CONTAINS THE 4 REQUIRED ELEMENTS



## HIPAA OMNIBUS RULE TO-DO

- REFRESH YOUR BAA
- MODERNIZE NPPS
- SEND NEW COPIES
- TRAIN STAFF

 UPDATE PRIVACY **POLICIES** 

# **Sample Hipaa Compliance Manual**

**Annelies Wilder-Smith** 

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### **Table of Contents Sample Hipaa Compliance Manual**

- 1. Understanding the eBook Sample Hipaa Compliance Manual
  - The Rise of Digital Reading Sample Hipaa Compliance Manual
  - Advantages of eBooks Over Traditional Books
- 2. Identifying Sample Hipaa Compliance Manual
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
- 3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Sample Hipaa Compliance Manual
  - User-Friendly Interface
- 4. Exploring eBook Recommendations from Sample Hipaa Compliance Manual
  - Personalized Recommendations
  - Sample Hipaa Compliance Manual User Reviews and Ratings
  - Sample Hipaa Compliance Manual and Bestseller Lists
- 5. Accessing Sample Hipaa Compliance Manual Free and Paid eBooks
  - Sample Hipaa Compliance Manual Public Domain eBooks
  - Sample Hipaa Compliance Manual eBook Subscription Services
  - Sample Hipaa Compliance Manual Budget-Friendly Options
- 6. Navigating Sample Hipaa Compliance Manual eBook Formats

- ∘ ePub, PDF, MOBI, and More
- Sample Hipaa Compliance Manual Compatibility with Devices
- Sample Hipaa Compliance Manual Enhanced eBook Features
- 7. Enhancing Your Reading Experience
  - o Adjustable Fonts and Text Sizes of Sample Hipaa Compliance Manual
  - Highlighting and Note-Taking Sample Hipaa Compliance Manual
  - Interactive Elements Sample Hipaa Compliance Manual
- 8. Staying Engaged with Sample Hipaa Compliance Manual
  - Joining Online Reading Communities
  - o Participating in Virtual Book Clubs
  - $\circ\,$  Following Authors and Publishers Sample Hipaa Compliance Manual
- 9. Balancing eBooks and Physical Books Sample Hipaa Compliance Manual
  - Benefits of a Digital Library
  - o Creating a Diverse Reading Collection Sample Hipaa Compliance Manual
- 10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
- 11. Cultivating a Reading Routine Sample Hipaa Compliance Manual
  - Setting Reading Goals Sample Hipaa Compliance Manual
  - Carving Out Dedicated Reading Time
- 12. Sourcing Reliable Information of Sample Hipaa Compliance Manual
  - Fact-Checking eBook Content of Sample Hipaa Compliance Manual
  - Distinguishing Credible Sources
- 13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
- 14. Embracing eBook Trends
  - Integration of Multimedia Elements
  - Interactive and Gamified eBooks

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