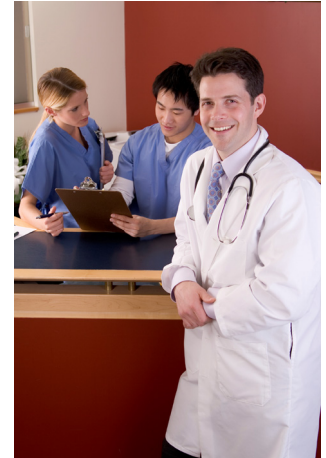


Course Description

HIPAA Compliance Training AMS322



Overview

Health Insurance Portability and Accountability Act (HIPAA) Training is a practical yet comprehensive approach in addressing the complexities of HIPAA and to realize its business benefits. The courses and the assessment results in a step-by-step migration path to reach your defined goals, mitigate business risks, define the next steps and develop action plans needed to support HIPAA requirements.

Training focuses on the three main areas addressed by the new HIPAA standards:

- **Security** (administrative procedures, physical safeguards, technical data security services and technical security mechanisms)
- **Privacy**
- **eBusiness** (electronic data interchange, transactions, code sets and unique identifiers)

It also includes a focus on the return on investment (ROI) and financial benefits of HIPAA compliance.

To demonstrate compliance, a health care entity must create documentation of each of the measures that have been taken. It will also be essential that the entity document its decision-making process, explaining why specific security choices were made. The summary of the HIPAA security regulations provides that the selection of security measures is a business decision made by balancing the need to secure health information against risk and the economic cost of doing so. Certification will be a written legal opinion that the steps taken by the entity have been accomplished.

Training Courses

Certified HIPAA Administrator

In this one-day Certified HIPAA Administrator course we examine the impact of the legislation from the perspective of end users, such as nurses and administrators, responsible for delivering and supporting health-care related services.

By attending this course you will learn the following about HIPAA:

- Overview of the HIPAA legislation and its impact on patients, providers and payment services
- Understand changes that impact patient and medical records

- Examine requirements for privacy of patient and payment information
- Understand security requirements for all electronic medical information and systems
- Analyze templates to get started with privacy compliance requirements
- Examine key steps such as Gap Analysis and Remediation to initiate Privacy Rule-related projects and activities

Candidates will know what resources they should access to obtain information and to follow the regulatory process. They will be able to effectively participate in a HIPAA program at their organization. Validate your employees' HIPAA skills and knowledge as an end user. Get your administrative staff certified as a HIPAA Administrator.

Target Audience: End users, nurses and administrators responsible for supporting health-care related services.

Certified HIPAA Professional

This complete three-day Certified HIPAA Professional course helps you better understand HIPAA's Administrative Simplification Act as well as how to create a framework for initiating and working towards a blueprint for HIPAA compliance.

By attending this course you will learn the following about HIPAA:

- Understand why HIPAA requirements will cause significant changes in policies, procedures and processes within the organization in the handling of patient records
- Examine how implementing HIPAA will affect the way healthcare entities organize and staff to achieve and monitor compliance with patient privacy/confidentiality needs
- Step through qualifications and positioning strategies for a Chief Privacy Officer and requirements for a Chief Security Officer
- Learn why HIPAA compliance is better focused as a business issue than as an IT issue, although IT will play a major role in implementing compliant systems
- Review specific requirements and implementation features within each security category
- Step through how to plan and prepare for HIPAA compliance. HIPAA is about awareness first, assessment second and finally action focused on gaps identified
- Target Audience: Healthcare Executives, Senior Clinicians, Chief Information Officers, Lawyers, Compliance Officers, Privacy and Security Officials, Quality Assurance and Risk Managers, Insurance Executives, Physicians and Office Managers, Pharmaceutical Company Executives, and Clinical Trial Organization Professionals.

Certified HIPAA Security Specialist

A core aspect of the Health Insurance Portability and Accountability Act (HIPAA) is to secure electronic medical records. In this complete two-day Certified HIPAA Security Specialist course we examine all defined HIPAA security specifications and identify options and solutions available to secure health care entities.

The HIPAA security provision will result in substantial investment in e-business initiatives and deployment of security technology specifically in the health-care and insurance industries. The Certified HIPAA Security Specialist course helps you understand the core elements for defining the framework towards HIPAA's security compliance.

By attending this course you will learn the following about HIPAA:

- Understand all required and addressable HIPAA Security implementation specifications
- Analyze international security standards, ISO's 17799 and the BS 7799
- Review core elements of a security policy document for a health care entity
- Examine security technologies that enable support for HIPAA's security requirements
- Identify core elements of a compliance plan that every health care entity is required to develop for business continuity and disaster recovery