

# HIPAA Privacy/Security Camp

Las Vegas, Nevada • **October 26-27, 2021**

This training camp is designed to train providers and health care professionals responsible for HITECH, privacy and security in a health care facility. Option to Certify Online after Camp.



## About This Live Event

**Access to Immediate Resources Upon Registration:** Upon registration you are given ready access to downloadable information such as a Breach Notification Cheat Sheet; Reference Fact Sheets; COVID and HIPAA information; Model NOPP and BAA documents to customize; State Medical Records Laws; Security video links and information regarding mobile devices and HIPAA.

## Two Days of Live Training

**Prerequisites:** We recommend five (5) or more years of experience working with HIPAA compliance or healthcare compliance, preferably as a HIPAA Compliance Officer or healthcare compliance professional.

**Advanced Preparation:** A number of documents will be provided to you electronically before camp begins. You are responsible for reviewing these documents prior to the first day of camp.

**Program Level:** Basic

**Instructional Delivery Method:** Group Live

## Training Camp Facilitators



**Joanne Byron**, *BS, LPN, CCA, CHA, CHCM, CHCO, CMDP, ICDCT-CM/PCS, OHCC*

Chief Executive Officer (CEO) of the American Institute of Healthcare Compliance (AIHC)  
Joanne will share her forty years of health care compliance experience with you at camp. She is a certified compliance officer, coder, HIPAA Instructor, consultant and specializes in documentation and investigating fraud and abuse.



**J. David Sims**, *CHITSP, CHMSP*

*Security Expert*

Managing Partner Security First IT and co-hosts the popular weekly podcast *Help Me With HIPAA* (<https://HelpMeWithHIPAA.com>)

## Earn Continuing Education Units (CEUs) & CPEs for Accountants



**18 CEUs:** This program has been approved for 18 continuing education units by the American Institute of Healthcare Compliance for AIHC Certified Professionals. These continuing education units may be applied towards the Core, HIPAA, and Ethics Category CEU Renewal Requirements for the following AIHC credentials: CHCO, CHA, CIFHA, and OHCC.



**18 CEUs:** This program has been approved for 18 continuing education units for use in fulfilling the continuing education requirements of the American Health Information Management Association (AHIMA). Granting prior approval from AHIMA does not constitute endorsement of the program content or its program sponsor.

**Core Content Hours Approved:** Privacy & Security, 18 Hours



Participants will earn **12 CPE credits**

**Field of Study:** Specialized Knowledge

The American Institute of Healthcare Compliance is registered with the National Associate of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: [www.nasbaregistry.org](http://www.nasbaregistry.org).

### Training Camp Learning Objectives

*Class size is limited to provide an optimal learning experience and abide by social distancing guidelines. Agenda is subject to change. Each day begins at 8:30 am and concludes at approximately 4:00 pm. Lunch is provided 11:30 – 12:15 each day.*

### DAY 1 October 26, 2021 Privacy Topics

- Arrive at 8:15 am to sign-in and receive your training materials. **Lecture begins promptly at 8:30 am**
- Lunch is provided each day at approximately 11:30 am – 12:15 pm and **Lecture concludes at 4:00 pm.**

#### COVID-19 AND HIPAA

- What's Trending with HIPAA during the COVID-19 Pandemic Crisis.

#### Introduction to HIPAA

- Importance of HIPAA
- An Organizational and Business Challenge
- HIPAA Titles
- About the Office for Civil Rights (OCR)

#### HIPAA Overview

- The HIPAA Privacy Officer – Overview of Responsibilities
- The HIPAA Security Officer – Overview of Responsibilities
- Disclosure Rules – Release of Information and Health Information Privacy
- Confidentiality
- Communications with Family
- HIPAA & Mental Health Records
- Sharing PHI and Personal Representatives
- FERPA, HIPAA Parents and Students
- Parents and Unemancipated Minors
- Abuse, Neglect, and Endangerment Situations
- Deceased Patients and PHI
- Worker's Compensation Disclosures

#### Business Associates (BAs) & Business Associate Agreements (BAAs)

- Business Associate Agreements
- Use of Subcontractors and Agents

## *Day 1 October 26, 2021 continued...*

### ***Notice of Privacy Practices (NOPP) & Understanding Protected Health***

- Overview (NOPP); Disclosure vs. Use of PHI; Notice of Privacy Practices Instructions
- Notification Following a Breach
- Copying Fees; Timeliness Requirements to Right to Access; Patient's Right to Amend their Record

### ***It's Time to "Get Real" About a HIPAA Breach***

- What is a Breach? What Does PHI Include? When is a Breach Not Really a Breach?
- Steps to take when a Breach is Suspected; Wall of Shame; Breach Notifications
- Emergency Preparedness; Planning and Response

### ***HIPAA Transactions, Code Sets & Trading Partners***

- Electronic Data Interchange & Transactions; Trading Partner Agreements "TPA"

### ***Privacy & GINA (Genetic Information Nondiscrimination Act)***

- Defining "GINA"; Confidentiality & Risk of Genetic Discrimination – What Providers Should Know

### ***HIPAA Policy Considerations/Privacy & Psychiatric Notes***

- HIPAA Policy Considerations; Categories of Violations and Penalty Amounts
- Criminal Prosecutions under HIPAA; Privacy and Psychotherapy Notes

## **Day 2: October 27, 2021 Security Topics**

- Arrive at 8:15 am to sign-in. *Lecture begins promptly at 8:30 am*
- Lunch is provided each day at approximately 11:30 am – 12:15 pm and *Lecture concludes at 4:00 pm.*

### **David Sims: lecture on Security and Your Remote Workforce**

#### ***Promoting Interoperability (PI)***

- Electronic Health Records [EHR]; Patient Consent for Electronic Health Information
- State Consent Laws; EHR Incentive Program and ONC
- Is Your Organization Receiving EHR Incentive Payments? You are Subject to Audit
- Preparing and Maintaining Documentation

#### ***Mitigating Risk – HIPAA Security Rules***

- Core Areas for HIPAA Security; Government Enforcement; Security Rule Applications
- Application of HIPAA Security Rules; Risk Management

#### ***Security Awareness Training***

- What is a "Security Incident"? Contingency Planning; Policies, Procedures and Documentation
- Concepts of Risk Analysis; Security Rule Requirements for Risk Analysis and Risk Management
- Risk Management Steps; Security Standards Matrices

#### ***Administrative Safeguards Under HIPAA***

- Risk Analysis; Risk Management; Sanction Policy; Information system Activity Review
- Summary of 9 Security Risk Tables NIST

## *Day 2 October 27, 2021 continued...*

### *Physical Safeguards*

- What does the Security Rule mean by “physical safeguards”?
- Facility Access Controls; Workstation Use; Workstation Security; Device & Media Controls

### *Technical Safeguards*

- The Key Elements to the Technical Safeguards
- Access Control; Audit Controls; Integrity Controls; Person or Entity Authentication; Transmission Security

### *Cyber Security Resources*

- Security Risks; Mitigating Risks Related to Cyber Crimes; Ransomware Remediation; Tech Support Scams; Cyber Security – Tips to Mitigate Risk with Checklists; Additional Cyber Security Resources

## **Option to Certify Online (After Camp)**

Experienced HIPAA Privacy Officers and Medical Compliance Professionals will have the option to certify as a Certified HIPAA Compliance Officer (CHCO) after successful completion of the HIPAA Privacy & Security Training Program. The online exam can be taken from the comfort of your home or office and is only available by appointment with a professional AIHC proctor.

The certification exam is optional, but the cost of one exam attempt is included in your course tuition provided you take the exam within three months of the last day of the training camp. Maintaining Your CHCO Credential Once you are certified, you need to maintain your credential. We offer free and low-cost CEU packages.

### **About the Certification Exam**

- The exam is 100 questions, open note three (3) hour proctored exam taken online.
- Passing score is 80%\*
- There are three (3) Domains:
  - Privacy Rules
  - Security Rules
  - General HIPAA Concepts, Abbreviations, Acronyms and Terms
- The exam is taken online from the comfort of your home or office by appointment only and scheduled with a professional AIHC proctor
- Certification is approved by the Certification Exam Board

## **Maintaining Your CHCO Credential**

Once you are certified, you need to maintain your credential by earning six (6) CEUs annually. AIHC offers free and low-cost CEU programs for our members.

## Training Camp Location

### Embassy Suites by Hilton Las Vegas

4315 University Center Drive Las Vegas, Nevada 89119

*Make Your Guest Room Reservations with the Hotel Venue*



At Embassy Suites Hotels, guests get more with every stay, like free made-to-order breakfast, complimentary appetizers and beverages at the nightly Evening Reception, AIHC provides your lunch – this is a great deal!

### *Special Event Room Rates: (Before Tax)*

- King Bed • Single or Double Rate: **\$129**
- Twin Double Bed • Single or Double Rate: **\$149**
- Booking Link:

<https://www.hilton.com/en/book/reservation/deeplink/?&ctvhocn=LASESES&groupCode=CESAHC&arrival=20211025&departure=20211027&cid=OM,WW,HILTONLINK,en,DirectLink&fromId=HILTONLINKDIRECT>

### Complimentary for Guests of the Embassy Suites by Hilton Las Vegas

- Made-to-order breakfast
- Nightly evening reception from 5:30pm-7:30pm serving free cocktails and appetizers
- Shuttle service to the Strip
- Business center
- Fitness room, hot tub, and pool

### Registration Deadline\*: **September 27, 2021** [Register Online](#)

\*We can accept registrations up to October 15, 2021, however, we cannot guarantee the discounted sleeping room rate at the Doubletree where the event is taking place.

### Training Camp Tuition:

Non Members: **\$825**

AIHC Members: **\$695**

### Included in the Training Camp Tuition

- The camp includes two days of classroom training to review key course concepts.
- Lunch is provided both days of the training camp.
- Training materials and access to the online course page are provided.
- Downloadable information can be accessed through the online resource page after camp ends
- AIHC Membership is provided for one (1) year *for first time members only*.
- *Optional*: One attempt at the online CHCO Certification Exam is included in the course tuition, provided the exam is taken within three (3) months of the last day of the training camp.



## How to Register for this Course

**Register Online** – [Click here](#) to return to the Course Page, Enroll & Pay!

We accept online registration payment via credit card.



**Register Via Mail or Fax:** Scroll down for a hard copy enrollment form. Mail or fax your completed form to the AIHC Office to submit your registration and payment information.

## Refund & Financial Policies

View the Refund Policy and Payment Plan Options Posted on the Home Page of our Website under Financial Policies [www.aihc-assn.org](http://www.aihc-assn.org)

## Fly into Las Vegas International Airport – McCarran Airport



### AIRPORT CODE LAS

The training camp is located by Las Vegas International Airport – McCarran Airport.

- The hotel offers a complimentary shuttle service to the airport, ***but not from the airport.***
- When arriving at Las Vegas International Airport – McCarran Airport, there are a number of airport shuttles, rental cars, ride share and taxis services. Check it out.

[Ground Transportation at McCarran](#)

<https://www.mccarran.com/Transportation>








# Hardcopy Registration Form

## HIPAA Privacy & Security Training Camp

October 26-27, 2021 in Las Vegas, Nevada

**Final Registration Deadline: October 15, 2021**

<b>Enrollment Date:</b>	<b>Tuition (Check the Appropriate Box):</b> <input type="checkbox"/> Non-Members Pay: \$825
<b>Name &amp; Credentials:</b>	<b>Are You Already an AIHC Member?</b> <input type="checkbox"/> AIHC Member Tuition: \$695.00
<b>Home Address:</b>	<b>I intend to take the online certification exam after completing this program:</b> <input type="checkbox"/> Yes
<b>Employer Name &amp; Address:</b>	<input type="checkbox"/> No
	<b>Current Job Position:</b>
<i>(For website administration and registration confirmation)</i> <b>Primary Email Address:</b>	<b>Work Phone Number:</b>
<b>Alternate Email Address:</b>	<b>Alternate or Cell Phone Number:</b>
<b>Credit Card Payment Information:</b>	
   <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover	
Amount Approved on this Credit Card: <input type="checkbox"/> \$825 Non Member Price <input type="checkbox"/> \$695 AIHC Member Price	
Card Number: _____	
Security Code: _____	Expiration Date: _____
Billing Address for this Card: _____	
Name As It Appears on this Card: _____	
Authorized Signature & Date: _____	
<b>Paying by corporate check?</b> <input type="checkbox"/> \$825 Non Member Price <input type="checkbox"/> \$695 AIHC Member Price <b>Please Make Checks Payable to: AIHC</b> <b>AIHC Mailing Address:</b> 5000 Gateway Drive – Suite 202, Medina, Ohio 44256 <b>AIHC Fax Number:</b> (330) 952-0716 <b>How did you hear about us?</b> <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Co-Worker <input type="checkbox"/> AIHC Website <input type="checkbox"/> Social Media <input type="checkbox"/> Other: _____	

