

Institutional Privacy Officer

Upstate Medical University

Job Location: Syracuse, NY

Full Time/Days

JOB SUMMARY:

Under HIPAA (the Health Insurance Portability and Accountability Act of 1996) every healthcare organization must designate a privacy official. The privacy official may have other titles and duties in addition to his/her privacy official designation in a typical practice or organizational setting. In terms of HIPAA compliance, the privacy official shall oversee all ongoing activities related to the development, implementation and maintenance of the practice/organization's privacy policies in accordance with applicable federal and state laws. HIPAA for purposes of this document includes HIPAA, HITECH and Omnibus requirements. The Privacy Officer is responsible for the organization's Privacy Program including but not limited to daily operations of the program, development, implementation, and maintenance of policies and procedures, monitoring program compliance, investigation and tracking of incidents and breaches and insuring patients' rights in compliance with federal and state laws.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in Healthcare Administration, Business or related field and 5 or more years relevant experience in an industry-related organization with regulatory compliance activities, Knowledge and experience in state and federal information privacy laws, including but not limited to HIPAA.
- Demonstrated organization, facilitation, written and oral communication, and presentation skills.

PREFERRED QUALIFICATIONS:

- Privacy certification such as Certified in Healthcare Privacy and Security (CHPS) and/or other healthcare industry related credential, e.g. RHIA, RHIT.
- Demonstrated skills in collaboration, teamwork, and problem-solving to achieve goals.
- Demonstrated skills in verbal communication and listening.
- Demonstrated skills in providing excellent service to customers.
- Excellent writing skills.
- A high level of integrity and trust Extensive familiarity with health care relevant legislation and standards for the protection of health information and patient privacy.
- Health care legal, operational, and or financial skills.

FOR MORE INFORMATION/TO APPLY:

<https://careers.upstate.edu/en-us/job/506465/institutional-privacy-officer>