

Deputy HIPAA Privacy Officer

University of Wisconsin-Madison

Job Location: Madison, WI

Full Time/Days

JOB SUMMARY:

Serves as the institutional compliance officer for one or more laws that affect institutional-level activities. Develops institution-wide policies, maintains compliance data, and oversees the compliance program and affiliated staff. Develops and delivers training, monitors institutional risk, and communicates risk and remediation strategies to leadership to ensure compliance with institutional policies and/or laws and regulations.

- 10% Develops and maintains institutional and operating policies and procedures to ensure compliance
- 10% Directs operational activities and staffing resources for compliance implementation, including outreach, support, and/or investigations
- 20% Oversees, develops and participates in activities designed to raise awareness of the law(s) and its purpose
- 20% Provides consultation for resolution of policy violations that involve students, employees, visitors, guests of the institution and/or applicants
- 20% Serves as a subject matter expert for affiliated matters for internal and external stakeholders
- 15% Provides guidance and oversight to university personnel compliance, policies, and procedures
- 5% Coordinates issuance of legally required notifications on behalf of UW-Madison

MINIMUM REQUIREMENTS:

Required:

- Minimum 3 years' experience applying complex regulatory frameworks
- Experience working in a healthcare setting, research environment, or related field
- Strong interpersonal skills
- Strong analytical abilities

Preferred:

- Experience applying HIPAA in research, educational, and/or clinical settings
- Experience investigating compliance incidents
- Experience in data classification
- Familiarity with human subjects research regulations

EDUCATION/LICENSES/CERTIFICATIONS:

Required:

- Bachelor's Degree

Preferred:

- Master's Degree
- Other relevant advanced degree (e.g. Master of Science in a related field, Master of Public Health, Juris Doctor)
- Currently have or able to acquire within one year of hire a professional certification in healthcare privacy compliance. Some examples include:
 - Certified Professional in Health Care Risk Management (CPHRM) from the American Society for Healthcare Risk Management (ASHRM)
 - Certified in Healthcare Privacy Compliance (CHPC) from the Health Care Compliance Association (HCCA)
 - Healthcare Information Security and Privacy Practitioner (HCISPP) from (ISC)2

FOR MORE INFORMATION/TO APPLY:

<https://jobs.wisc.edu/jobs/deputy-hipaa-privacy-officer-madison-wisconsin-united-states-bc50643b-5e6e-4a23-a598-66950859847b>