



# HIPAA

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# Agenda

Topic one: What is HIPAA

Topic two: HIPAA Privacy Rule

Topic three: 3 Primary Rules for  
HIPAA

Topic four: 18 Identifiers

Topic five: Common Breaches

Topic Six: Education





# HIPAA

- HIPAA stands for Health Information Portability and Accountability Act

# Topic one

What is HIPAA:



# HIPAA

HIPAA is a federal law that requires the creation of **national standards to protect sensitive patient health information from being disclosed.**

# Topic Two

## HIPPA Privacy Rule

The Privacy rule standards address the use and disclosure of individuals' health information by entities subject to the privacy rule

WellWise Services and our providers are mandated to protect our participants information



# Team



**WellWise  
Services  
Staff**



**Providers**  
For all WellWise  
programs



**Caregivers**  
And other  
provider  
employees



**Participants**  
Are included in  
this too.

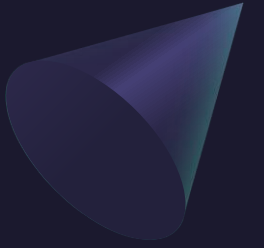




# Topic Three

## 3 Primary Rules for HIPAA

# 3 Primary Rules for HIPAA



## THE PRIVACY RULE

Defines the circumstances under which a person may disclose or use PHI.

Includes: Which organizations must follow HIPAA standards, what is protected health information, How organizations can share and use PHI, Permitted usage and disclosure of PHI, and patients' rights over their health information,

Covered entities include health plans, health care clearing houses, and health care providers,

## THE SECURITY RULE

Sets minimum standards for protecting electronic health information.

Organizations may need to follow the security rule and be deemed covered entities, Health Care information that is under the protection of the security rule.

Covered entities must take the following steps to ensure security of PHI: ensure the confidentiality and availability of the PHI, Protect against improper uses and disclosures, protect EPHI against potential threats, safeguard their medical records, train employees so that they are aware of the compliance factors, and adapt policies and procedures to meet the updated security rule.

## THE BREACH NOTIFICATION RULE

If there is a breach, the department of health and human services must be informed as soon as possible of a data breach.

The person must be notified within 60 days of the discovery of the breach.

If the breach involves more than 500 participants, the media must be informed,

An immediate announcement of a privacy violation is required for breach notification,

3 circumstances where breach notification rule is more lenient: if unintentional or done in good faith and was within scope of authority, if it was done unintentionally between 2 people permitted to access of PHI, and if the organization has good faith belief that the person to whom the disclosure was made would not be able to retain the PHI.

# Topic Four

18 Common Identifiers



# 18 Personal Health Information Identifiers

Names

All Geographical subdivisions smaller than a state (addresses, city, zip code, etc.)

Date of birth/death, age

Phone Numbers

Fax Numbers

Email Addresses

Social Security Numbers

Medical Record Numbers

Health Plan Beneficiary Numbers



# Identifiers Continued

Account Numbers

Certificate/liense numbers

Vehicle Identifiers including license plate numbers

Device identifiers and serial numbers


Web Universal Resource Locaters (URL)

Internet protocol address numbers (IP)

Biometric identifiers including finger and voice prints

Full Face photographic images

Any other unique identifying number, characteristic, or code



# Topic Five

## Common Breaches



# Breaches include

Having a family member or friend drop you off at a participant's house.

Talking about a participant with family or friends




Taking photographs of participants Texting participant information

Keeping anything with participant information outside a secure place.

Social media posts about participants

Sending nonencrypted emails regarding participants.



Texting participant information. There should not be any texts between WellWise Staff and a provider. If that occurs, please contact WellWise Supervisors.

Talking about participants to other participants.



# If a Breach occurs

Staff should notify supervisors.

Provider should notify WellWise Services Chief Quality Officer.

Participant needs to be notified of the breach.

Providers should follow their policy and procedures





# Topic Six


Education




# Education is the best way to prevent disclosures of PHI

Staff should be trained upon hire on HIPAA

Train staff annually



Providers should have policies and procedures regarding HIPAA and what to do in an event of a disclosure.



A disclosure is an event where the participant's PHI has been shared between anyone other than a supervisor, a Supports Coordinator, a Guardian, or any informal support that participant has not given permission to receive.



# Summary

HIPAA is the responsibility of WellWise Services Staff, our Providers, and the Providers staff to protect.

# Thank You

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Officer

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