

# HIPAA Overview, 2<sup>nd</sup> Edition

1 day

## Description

This instructor-led training manual provides a general overview of the HIPAA legislation. Specifically, it covers the Privacy and Security rules of the legislation.

## Prerequisites

- *None*

## Course Outline

### ***Unit 1: HIPAA basics***

- Topic A: HIPAA introduction
- Topic B: Administrative Simplification
- Topic C: HIPAA penalties
- Topic D: HIPAA-related organizations
- Topic E: HIPAA terminology

### ***Unit 2: HIPAA Privacy Rule***

- Topic A: Introduction to privacy
- Topic B: Terminology
- Topic C: Notice of Privacy Practices
- Topic D: Authorization
- Topic E: Key parties impacted
- Topic F: Minimum necessary
- Topic G: Oral communications
- Topic H: Health-related marketing
- Topic I: Research

### ***Unit 3: HIPAA Security Rule***

- Topic A: Scope of the final Security Rule
- Topic B: Threats to business information
- Topic C: Security terminology
- Topic D: Security categories
- Topic E: Administrative safeguards
- Topic F: Physical safeguards
- Topic G: Technical safeguards
- Topic H: Organizational requirements
- Topic I: Policies and procedures, and documentation standards
- Topic J: Electronic signatures (proposed rule only)