

**Implementing HIPAA and Technology-Assisted Services
Study Guide**

1. Any healthcare/telemental health provider who transmits PHI electronically must abide by what regulations? _____

2. What is PHI?

3. According to HIPAA guidelines, who is considered a Business Associate?

4. What should all licensees obtain from each business associate in order to protect the privacy and security of all clients' PHI?

5. What are the 3 types of safeguards a counselor/therapist should consider when performing a risk assessment for HIPAA compliance?

6. List at least 3 action steps that a licensee is should take, in addition to encryption of email, in order to ensure HIPAA compliance.

7. What are the 3 types of rules included in the Health Insurance Portability and Accountability Act that give an array of rights to all patients/clients?

8. What are best practices for licensees regarding:

a. Keeping records of continuing education, jurisprudence exam results, or HIPAA training completion?

b. Getting advice from attorneys or other mental health professionals?

c. Providing telemental health services to those in other jurisdictions?

9. What must every therapist/counselor post and make readily available to each client?

10. What is the purpose of the Notice of Privacy Practices document?

11. Under HIPAA regulations, is a risk analysis assessment recommended or required for all providers who are covered entities?

12. Who must abide by HIPAA regulations? *and* What type of data falls under these regulations?

13. What are the three rules of the Health Insurance Portability and Accountability Act (HIPAA)?

14. According to the Compliancy Group video, what are the seven components of effective HIPAA compliance?

15. For all covered entities, being able to prove a _____
_____ effort is vital in case of a HIPAA breach.

16. List at least five types of data that are protected by HIPAA rules.

17. When are PHI disclosures permitted? *and* When is it permissible for a covered entity to release information without signed authorization?

18. Describe at least five examples of actions that would be HIPAA breaches.

19. What are the six arenas to consider in order to achieve total HIPAA compliance?
