

## HIPAA Study Guide & Review Questions

"Study Guide & Review Questions are designed to be used in conjunction with the HIPAA Training Video: "HIPAA Privacy Principles"

### WHAT IS HIPAA?

1. HIPAA stands for "Health Insurance Portability and Accountability Act."
2. A federal law to protect the confidentiality and security of health records through certain standards or rules. The law is about:
  - o What information is considered confidential.
  - o How health-care workers may use patient information.
  - o When health care workers may share patient information.
  - o How health information health care workers are allowed to look at and to share.
3. A set of guidelines for protecting the confidentiality of "individually identifiable health information" or Patient Health Information (PHI).
4. A set of information you are, hear or read through your job is considered private.
5. HIPAA protects information in all forms – written information on paper, in the computer and even spoken information.
6. Privacy of patient information is not new, but HIPAA was designed to set and to enforce uniform standards, putting an additional focus on information privacy.

### WHY SHOULD I CARE ABOUT HIPAA?

1. Health care workers are usually bound to protect patient information:
  - o You, as an employee, are ethically bound to keep patient information private, even after you are no longer employed by your organization.
2. Medical health, substance abuse, and sexually transmitted disease create a heightened awareness for the need for privacy.
3. The public is more cautious about sharing health information with their provider because of documented cases of the use of health information for major decisions about firing, firing, loan approval, and other inappropriate uses.
4. Every day we face situations where there is the possibility that confidentiality will be broken:
  - o Most of the time when confidential patient information is leaked, it is unintentional or accidental.
  - o But whether done intentionally or unintentionally, violations of privacy have occurred.
5. The need for health care does not justify unwanted intrusion into the patient's life.

### DEFINING CONFIDENTIALITY/PHI

1. Privacy defines who is authorized to look at or use private information.
2. Disclosed practices such as speaking loudly in a crowded emergency room, discussing patients over the phone, talking at a nursing station or discussing a patient's condition with a supervisor are permitted, with "reasonable precautions" such as:
  - o Standing away from others who are and who are hearing discuss.
  - o Covering your mouth so that others are less likely to hear.

# Los Angeles County Hipaa Study Guide Answers

**WJ Hussar**



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## **Table of Contents Los Angeles County Hipaa Study Guide Answers**

1. Understanding the eBook Los Angeles County Hipaa Study Guide Answers
  - The Rise of Digital Reading Los Angeles County Hipaa Study Guide Answers
  - Advantages of eBooks Over Traditional Books
2. Identifying Los Angeles County Hipaa Study Guide Answers
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Los Angeles County Hipaa Study Guide Answers
  - User-Friendly Interface
4. Exploring eBook Recommendations from Los Angeles County Hipaa Study Guide Answers
  - Personalized Recommendations
  - Los Angeles County Hipaa Study Guide Answers User Reviews and Ratings
  - Los Angeles County Hipaa Study Guide Answers and Bestseller Lists
5. Accessing Los Angeles County Hipaa Study Guide Answers Free and Paid eBooks
  - Los Angeles County Hipaa Study Guide Answers Public Domain eBooks
  - Los Angeles County Hipaa Study Guide Answers eBook Subscription Services
  - Los Angeles County Hipaa Study Guide Answers Budget-Friendly Options

6. Navigating Los Angeles County Hipaa Study Guide Answers eBook Formats
  - ePub, PDF, MOBI, and More
  - Los Angeles County Hipaa Study Guide Answers Compatibility with Devices
  - Los Angeles County Hipaa Study Guide Answers Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Los Angeles County Hipaa Study Guide Answers
  - Highlighting and Note-Taking Los Angeles County Hipaa Study Guide Answers
  - Interactive Elements Los Angeles County Hipaa Study Guide Answers
8. Staying Engaged with Los Angeles County Hipaa Study Guide Answers
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Los Angeles County Hipaa Study Guide Answers
9. Balancing eBooks and Physical Books Los Angeles County Hipaa Study Guide Answers
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Los Angeles County Hipaa Study Guide Answers
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Los Angeles County Hipaa Study Guide Answers
  - Setting Reading Goals Los Angeles County Hipaa Study Guide Answers
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Los Angeles County Hipaa Study Guide Answers
  - Fact-Checking eBook Content of Los Angeles County Hipaa Study Guide Answers
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning
  - Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
14. Embracing eBook Trends
  - Integration of Multimedia Elements

- Interactive and Gamified eBooks

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