



HIPAA Assessment

HIPAA Privacy Rule Worksheet



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Prepared for:
HIPAA – Covered Entity
Prepared by:
AMS Networks

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Policies and Procedures

1.1 - Health Care Provider

Are you a Health Care Provider?

Yes

Responded By: Lindsey

Additional Notes

02.05.2020

Follow-up to 1.1 if you answered Yes above **- Notice of Privacy Practices Policy**

Do your Policies and Procedures include the requirements for a Notice of Privacy Practices? Attach a copy of the Policy & Procedures Document or portion related to the Notice of Privacy Practices Policy & Procedures.

No

1.2 - Group Health Plans

Are you a Group Health Plan provider?

Yes

Follow-up to 1.2 if you answered Yes above **- Notice of Privacy Practices (Group Health Plans)**

Do your Policies and Procedures include the requirements for providing and displaying a Notice of Privacy Practices? Attach a copy of the Policy & Procedures Document or portion related to the Notice of Privacy Practices Policy & Procedures.

No

Follow-up to 1.2 if you answered Yes above **- Notice of Privacy Practices (Group Health Plans)**

Is your Notice of Privacy Practices provided in writing to all new members? Attach a copy of the Notice of Privacy Practices.

Yes

Follow-up to 1.2 if you answered Yes above **- Notice of Privacy Practices (Group Health Plans)**

Is your Notice of Privacy Practices prominently displayed on your website? Attach screenshot showing where the Notice of Privacy Practices is posted on your website.

No

Follow-up to 1.2 if you answered Yes above
- Notice of Privacy Practices (Group Health Plans)

Are all applicable workforce members trained in providing new members with a Notice of Privacy Practices and ensuring it is prominently displayed on your website?

Yes

1.3 - Patient's Right to Access Records Policy

Do your written Policy and Procedures include the rights of a patient to access their records? Attach a copy of the Patient's Right to Access Records Policy & Procedures

No

1.4 - Law Enforcement, Court Orders and Subpoenas Policy

Do your Policies and Procedures include the requirements for responding to requests from law enforcement, court orders, and subpoenas (not accompanied by a court order)? Attach a copy of the Law Enforcement, Court Orders and Subpoenas Policy & Procedures.

Yes

Follow-up to 1.4 if you answered Yes above
- Law Enforcement, Court Orders and Subpoenas - Training

Are your workforce members trained in handling law enforcement requests, court orders, and subpoenas (not accompanied by a court order), and when to involve legal counsel? Attach training materials and records.

No

1.5 - Marketing Policy

Do your Policies and Procedures include the requirements for marketing activities, including when it is OK to market to patients without their authorization, when authorization is required, and when you want to use patient photos or testimonials in your marketing? Attach a copy of the Marketing Policy & Procedures.

Yes

Follow-up to 1.5 if you answered Yes above
- Marketing Policy - Training

Are appropriate workforce members trained in HIPAA's requirements related to marketing? Attach training materials and records.

No

1.6 - Minimum Necessary Access Policy

Do your Policies and Procedures include HIPAA's requirements for Minimum Necessary Access? Attach a copy of the Minimum Necessary Access Policy & Procedures.

Yes

Follow-up to 1.6 if you answered Yes above
- Minimum Necessary Access Training

Are your workforce members trained in HIPAA's requirements for Minimum Necessary Access? Attach training materials and records.

No

Follow-up to 1.6 if you answered Yes above
- Minimum Necessary Access Internal Auditing

HIPAA requires that you review access to patient records to identify violations of the requirements for Minimum Necessary Access? Attach records of reviews of access to paper and electronic records.

Yes

1.7 - Confidential Communications Policy

Do your Policies and Procedures include the HIPAA's requirements for confidential communications? Attach a copy of the Confidential Communications Policy & Procedures.

No

1.8 - Business Associates Policy

Do your Policies and Procedures include the requirements for working with Business Associates? Attach a copy of the Business Associates Policy & Procedures.

Yes

Follow-up to 1.8 if you answered Yes above
- Business Associates Management Training

Are all applicable workforce members trained in managing Business Associate relationships? Attach training materials and records.

No

Follow-up to 1.8 if you answered Yes above
- Business Associate Agreements

Do you have vendors and contractors sign Business Associate Agreements? Attach copy of Business Associates Agreements

Yes

1.9 - Authorizations for Uses & Disclosures Policy

Do your Policies and Procedures include the requirements for authorizations for use and disclosures? Attach a copy of the Authorizations for Uses & Disclosures Policy & Procedures.

No

1.10 - Uses & Disclosures – Emergencies & Disasters

Do your Policies and Procedures include the requirements for disclosing PHI to a public or private entity authorized by law or by its charter to assist in disaster relief efforts? Attach a copy of the Emergencies & Disasters Policy & Procedures.

Yes

Follow-up to 1.10 if you answered Yes above

- Uses & Disclosures – Emergencies & Disasters - Training

Are your workforce members trained disclosures during emergencies and disasters? Attach training materials and records.

No

1.11 - Uses & Disclosures – Mental and Behavioral Health, including Opioid Overdose

Do your Policies and Procedures include the requirements for disclosing PHI to family, friends, and others Involved in an Individual's care and for notification? Do your Policies and Procedures include the requirements for disclosing PHI in order to prevent harm to a person or persons? Do your Policies and Procedures include the requirements for releasing limited facility directory information to acknowledge an individual is a patient at the facility and provide basic information about the patient's condition in general terms (e.g., critical or stable, deceased, or treated and released) if the patient has not objected to or restricted the release of such information or, if the patient is incapacitated, if the disclosure is believed to be in the best interest of the patient and is consistent with any prior expressed preferences of the patient. Attach a copy of the Uses & Disclosures – Mental and Behavioral Health, including Opioid Overdose Policy & Procedures.

Yes

Follow-up to 1.11 if you answered Yes above

- Uses & Disclosures – Mental and Behavioral Health, including Opioid Overdose - Training

Are your workforce members trained in uses and disclosures related to Mental and Behavioral Health, including Opioid Overdose? Attach training materials and records.

No