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| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

2018 HIPAA Week Word Scramble

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| **1.** Brian Kloss is THP's \_\_\_\_\_ Officer, located in the Wheeling office. | **A.** violation |
| **2.** PHI use for personal gain or member harm can lead to civil fines and \_\_\_\_ for individuals responsible. | **B.** Privacy |
| **3.** For breaches affecting more than 500 members, the \_\_\_\_\_ must be notified in addition to notifying the members. | **C.** share |
| **4.** Passwords should never be left in plain \_\_\_\_\_. | **D.** jail |
| **5.** Never \_\_\_\_\_ member health information with other employees unless it is part of your job. | **E.** breach |
| **6.** Always remember to \_\_\_\_\_\_, or lock your computer when leaving your workstation. | **F.** logoff |
| **7.** Names, social security numbers, and email addresses are all considered forms of \_\_\_. | **G.** faxing |
| **8.** Documents containing PHI must always be disposed of when no longer in use, by placing in an approved, lockable \_\_\_\_ bin. | **H.** encryption |
| **9.** Disclosing member medical information inappropriately to coworkers, relatives or friends is an example of a privacy \_\_\_\_\_\_\_\_\_. | **I.** PHI |
| **10.** When unsecured or unencrypted PHI is out of your control, this is considered a \_\_\_\_\_. | **J.** media |
| **11.** Always double check the phone number prior to \_\_\_\_\_\_ any member PHI out of THP facilities, and confirm receipt of the information being sent. | **K.** sight |
| **12.** The only federally recognized method of securing electronic PHI (ePHI) is through \_\_\_\_\_\_\_\_\_\_. | **L.** shred |