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

HIPAA Training

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|  |  |  |  |  |  | 17  P |  | 18  G |  |  |  | E |  |  |  |  | M |  | M |  | B |  | T |  |  |  | A |  |  |
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| **Across**  **3.** We use \_\_\_\_\_\_ in order to keep charts inaccessible to people who do not have "need to know" about PHI  **6.** The medical \_\_\_\_\_\_ of a person being served is an example of a designated record set.  **8.** Anytime a person feels a violation of their privacy rights has occurred, they have the right to file a grievance with the \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_  **14.** It is staff's responsibility to keep information \_\_\_\_\_\_\_\_\_\_  **15.** One of the five HIPAA principles  **22.** Staff that violate HIPAA policies will be \_\_\_\_\_\_\_\_\_\_  **25.** The second "A" in HIPAA stands for \_\_\_\_\_\_\_\_\_\_  **26.** The \_\_\_\_\_\_\_\_\_\_\_\_ policy is signed upon hire and pertains to privacy and communication safeguards  **27.** You will receive \_\_\_\_\_\_\_\_ upon hire and annually thereafter.  **28.** The "H" in HIPAA stands for \_\_\_\_\_\_\_\_\_ | **Down**  **1.** The Privacy Officer is located in \_\_\_\_\_\_\_\_\_\_  **2.** PCS staff may discuss a person being served over the phone with another \_\_\_\_\_\_\_\_ but it must be done in a private area.  **4.** An annual \_\_\_\_\_\_\_\_\_ is an example of PHI  **5.** We should avoid discussing persons served in \_\_\_\_\_\_\_\_  **7.** The first "A" in HIPAA stands for \_\_\_\_\_\_\_\_\_  **9.** HIPAA reduces the occurance of \_\_\_\_\_\_\_\_\_\_.  **10.** The "I" in PHI stands for \_\_\_\_\_\_\_\_-  **11.** Staff will have \_\_\_\_\_\_ access to health information of a person being served  **12.** The "P" in HIPAA stands for \_\_\_\_\_\_\_\_\_  **13.** When \_\_\_\_\_ are about persons being served, they are not to be left in plain sight for others that have no "need to know".  **16.** Staff may converse about persons being served as needed to \_\_\_\_\_\_\_\_\_ programs and health plans  **17.** The "P" in PHI stands for \_\_\_\_\_\_\_\_  **18.** \_\_\_\_\_\_\_\_\_\_\_\_ with others about persons served in public areas is prohibited  **19.** Any requests for disclosures of PHI must be forwarded to your \_\_\_\_\_\_\_\_\_\_\_  **20.** HIPAA defines and protects \_\_\_\_\_\_\_\_\_  **21.** A \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_ includes any item, collection, or grouping of information that includes PHI and is collected or used by a provider  **23.** The "I" in HIPAA stands for \_\_\_\_\_\_\_\_\_\_  **24.** When discussing a person being served, you should move to a \_\_\_\_\_\_\_\_ area |