

# Certificate of HIPAA Workforce Proficiency Dental (CHWP-D)

Provided by



## Certificate of HIPAA Workforce Proficiency- Dental (CHWP-D)

The Certificate of HIPAA Workforce Proficiency (CHWP) course provides training for workforce staff members, for a complete understanding of HIPAA compliance for medical professionals.

### Target Audience

The educational design of this activity addresses the mandatory HIPAA regulations for personnel with access to Protected Health Information.

### Statement of Need/Program Overview

This course will provide students with detailed lessons outlining all aspects of HIPAA compliance, including the Privacy and Security rules, regulatory changes brought by the HITECH Act and HIPAA Omnibus Final Rule of 2013, requirements for Business Associates. HHS enacted a final Omnibus rule that implements a number of provisions of the HITECH Act to strengthen the privacy and security protections for health information established under HIPAA.

### Educational Objectives

After completing this activity, the participant should be better able to:

- Define common terms and specific rules with regard to HIPAA regulations and the relation to the HITECH Act
- Describe the specific components of the HIPAA Privacy Rule
- Describe the specific components of the HIPAA Security Rule
- Define the roles and responsibilities of Business Associates and the necessity of a Business Associate Agreement
- List additional regulations for compliance that providers must follow

### Faculty

Mike Semel, Certified HIPAA Administrator, Certified HIPAA Professional  
Wendy Whitmore, CIO, Certified Meaningful Use Professional, Certified

HIPAA Professional

## **AGD PACE Approval Statement**



Global Education Group is designated as an Approved PACE Program Provider by the Academy of General Dentistry. The formal continuing education programs of this program provider are accepted by AGD for Fellowship/Mastership and membership maintenance credit. Approval does not imply acceptance by a state or provincial board of dentistry or AGD endorsement. The current term of approval extends from 6/1/2019 to 5/31/2023. Provider ID# 329559. This activity has been approved for a maximum of 1.75 CE credits for dentistry professionals

## **Term of Offering**

Once purchased, this activity is valid for one year. Requests for credit must be made no later than 30 days following course completion.

## **Global Contact Information**

For information about the accreditation of this program, please contact Global at 303-395-1782 or [lknight@globaleducationgroup.com](mailto:lknight@globaleducationgroup.com)

## **Instructions for Obtaining Credit**

In order to receive credit, participants must complete every module within the course and score at least an 80% on the post-test. To receive CME or nursing CEUs, participants must complete the evaluation form and application at the end of the course. Certificates will be emailed within 48 hours of completion.

## **System Requirements**

PC  
Microsoft Windows 2000 SE or above  
Internet Explorer 9+  
Chrome 5+  
Firefox 17+  
Safari 5+  
Adobe Acrobat Reader\*

Apple  
MAC OS 10.2.8  
Safari 5+

Adobe Acrobat Reader\*  
Internet Explorer is not supported on Apple devices

\*Required to view printable (PDF) resources provided with the activity

### **Fee Information and Refund/Cancellation Policy**

The fee for this activity is listed in the 4med catalog. If you have placed an order to attend any online training or workshop and have not yet accessed the student dashboard or materials, you may request a full refund or course credit. Refund requests must be received within 30 days of your order date. After a learner has accessed the online student dashboard and materials, no refund options are available. However, if the course is not complete and no certification has been issued, full credit for the course may be applied to any similarly priced event or training in the 4MED+ catalog (of equal or lesser value).

### **Disclosure of Conflicts of Interest**

Global Education Group (Global) requires instructors, planners, managers and other individuals and their spouse/life partner who are in a position to control the content of this activity to disclose any real or apparent conflict of interest they may have as related to the content of this activity. All identified conflicts of interest are thoroughly vetted by Global for fair balance, scientific objectivity of studies mentioned in the materials or used as the basis for content, and appropriateness of patient care recommendations.

The faculty reported the following financial relationships or relationships to products or devices they or their spouse/life partner have with commercial interests related to the content of this CME activity:

<b>Name of Faculty or Presenter</b>	<b>Reported Financial Relationship</b>
Mike Semel	Nothing to disclose
Wendy Whitmore	Nothing to disclose

The planners and managers reported the following financial relationships or relationships to products or devices they or their spouse/life partner have with commercial interests related to the content of this CME activity:

<b>Name of Planner or Manager</b>	<b>Reported Financial Relationship</b>
Lindsay Borvansky	Nothing to disclose
Andrea Funk	Nothing to disclose
Liddy Knight	Nothing to disclose
Ashley Cann	Nothing to disclose

## **Disclosure of Unlabeled Use**

This educational activity may contain discussion of published and/or investigational uses of agents that are not indicated by the FDA. Global Education Group (Global) and 4MEDPLUS do not recommend the use of any agent outside of the labeled indications.

The opinions expressed in the educational activity are those of the faculty and do not necessarily represent the views of any organization associated with this activity. Please refer to the official prescribing information for each product for discussion of approved indications, contraindications, and warnings.

## **Disclaimer**

Participants have an implied responsibility to use the newly acquired information to enhance patient outcomes and their own professional development. The information presented in this activity is not meant to serve as a guideline for patient management. Any procedures, medications, or other courses of diagnosis or treatment discussed in this activity should not be used by clinicians without evaluation of patient conditions and possible contraindications or dangers in use, review of any applicable manufacturer's product information, and comparison with recommendations of other authorities.

## **Table of Contents**

This annotated table of contents provides an overview of the lessons that make up the course. Note that within each module, lessons are followed by comprehension quizzes.

*CHWP101D: Introduction to HIPAA for Dental Professionals*

*CHWP101: HIPAA Basics*

This lesson provides an overview of the Health Insurance Portability and Accountability Act (HIPAA). It defines key terms, including Protected Health Information (PHI), Covered Entities, and Business Associates. It also describes HIPAA penalties and enforcement.

*CHWP102: The HIPAA Privacy Rule*

This lesson describes the Privacy Rule, the section of HIPAA that protects patient health information. The lesson explains the requirements of patient disclosure of information, the "minimum necessary" principle, and the requirement that medical practices provide patients with a Notice of Privacy Practices (NPP).

*CHWP103: The HIPAA Security Rule*

This lesson describes the Security Rule, the section of HIPAA that specifies safeguards for the protection of patient information, especially PHI in electronic form. These standards are

made up of Technical, Physical, and Administrative safeguards. These safeguards are designed to ensure the Confidentiality, Integrity, and Availability (CIA) of patient data.

*CHWP104: Business Associate Regulations*

This lesson provides a brief overview of the HIPAA regulations for Business Associates, including who qualifies as a Business Associate. It also describes the requirement that all Business Associates sign agreements with Covered Entities and with their own subcontractors.

*CHWP105: HIPAA Documentation and Training*

This lesson describes the requirements for HIPAA-compliant policies and procedures, with guidance on how these should be formulated. It also explains that all personnel who come into contact with PHI must complete HIPAA training on at least an annual basis, and it outlines the requirements for HIPAA awareness programs.

*CHWP106: Applied HIPAA Security for Healthcare Professionals*

This lesson addresses frequently asked questions about HIPAA security in the workplace, including best practices for email, hardware integrity, and more.

*CHWP Final Exam*

The final exam consists of 40 questions taken from the quizzes that follow each module. There is a 50-minute time limit to complete the final exam. Passing requires a score of 80 percent or better. If you fail the final exam, please review the lessons and quizzes. When you are ready, attempt the final exam again.

After you have passed the final exam, please proceed to the next module if you would like to apply for CME or CEU credit. Otherwise, you may exit the course and download your certificate from the *Achievements* area of your dashboard.