

HIPAA Compliance Checklist

Do you actively manage the following?

Note: If an item is unfamiliar, then you do not.

Privacy Officer

Assigned Job Roles

More Than A List

Document the level of access employees, volunteers, and contractors have to your facility and electronic information.

Workforce List

Business Associates

ePHI Inventory

Electronic Devices

List every device in which patient information is stored or passes through. Know what safeguards are in place to protect each inventory item.

Systems Activity Review

Policies & Procedures

Policies Manual

A collection of independent policies & procedures, some of which must be custom to your office (can't be one-size-fits-all). Your policies inform staff training and must be approved annually.

Annual Staff Training

Risk Analysis

The Foundation

A bona-fide Risk Analysis followed by documented decision making and action (Risk Management) is the most important aspect of HIPAA compliance.

Risk Management

Compliance Reports

Call or email anytime,
we are here to help!

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