

HIPAA ESSENTIALS: THE IMPORTANCE OF PATIENT PRIVACY



Type: Storyline 360 eLearning

Narration: no

Approx. Length: 7-8 minutes

Additional Materials: none

SLIDE	TITLE	CONTENT	NOTES
1.0	Welcome to HIPAA Essentials: The Importance of Patient Privacy	Welcome to <i>HIPAA Essentials: The Importance of Patient Privacy</i> . This course does not include audio. Click START to begin.	19
2.0	Introduction to Key Learning Objectives	In this course, you'll learn: <ul style="list-style-type: none">• What HIPAA is• The importance of HIPAA• What HIPAA covers There will be a Knowledge Check at the end of this course to see what you've learned. Click NEXT to get started.	38
3.0	KLO 1 What HIPAA Is	HIPAA stands for the Health Insurance Portability and Accountability Act. Enacted in 1996, it set national standards to protect patient privacy and ensure the security of their health information. Essentially, HIPAA ensures that protected health information is stored securely and only shared when legally permitted, such as for treatment, billing insurance, or healthcare operations. Patient authorization is required for most other uses. In some situations, information covered under HIPAA can be shared without the patient's consent: <ul style="list-style-type: none">• Medical emergencies• Reporting child abuse• Notifying public health authorities about communicable diseases	U.S. Department of Health and Human Services NIH 88



SLIDE	TITLE	CONTENT	NOTES
4.0	KLO 2 The Importance of HIPAA	<p>So, why does this matter? Why should we protect patient information here at Willow Creek Health Center?</p> <p>Over 176 million patients in the U.S. have been affected by protected health information breaches, most of which resulted from employee negligence and HIPAA noncompliance.</p> <p>Health information is deeply personal, so everyone has the right to control who sees their sensitive medical information, including:</p> <ul style="list-style-type: none"> • Diagnoses • Prescriptions • Treatments • Payments • And more! <p>When patients know their information is safe, they're more open with their healthcare providers, leading to better care and health outcomes.</p>	88
5.0	KLO 2 Consequences of a Data Breach	<p>If personal health information gets into the wrong hands, it could lead to:</p> <ul style="list-style-type: none"> • Identity theft (e.g., someone using a patient's insurance information) • Discrimination (e.g., employment bias due to a patient's health history) • Embarrassment (e.g., a sensitive diagnosis being leaked) <p>In short, HIPAA protects our patients' dignity, trust, and safety. They're counting on YOU to guard their data – and with it, their lives and personal stories.</p>	65
6.0	KLO 3 What HIPAA Covers	<p>So, what's covered under HIPAA?</p> <p>For every patient, HIPAA covers:</p> <ul style="list-style-type: none"> • Demographic information and unique identifiers 	111



SLIDE	TITLE	CONTENT	NOTES
		<ul style="list-style-type: none"> • Past, present, or future physical and mental health or condition(s) • Care received for any past, present, or future condition(s) • Notes taken by healthcare providers • How they have paid, are paying, or plan to pay for care <p>Here are a few things that aren't covered:</p> <ul style="list-style-type: none"> • Employment history, despite being collected on the patient's initial intake form and stored with their file • Health data collected on fitness trackers or personal devices – unless this data is shared with a healthcare provider and becomes part of the patient's medical record • Anything shared by the patient themselves, like on social media 	
7.0	KLO 3 Tips for HIPAA Compliance	<p>Remember these tips to be sure you're compliant:</p> <p>PHYSICAL & DIGITAL SECURITY</p> <ul style="list-style-type: none"> • Never leave notes, records, or files unattended • Lock up physical files when not in use • Log out of computers before stepping away • Ensure privacy screens are always on computers • Report lost or stolen devices immediately <p>COMMUNICATION & SHARING</p> <ul style="list-style-type: none"> • Only use Willow Creek Health Center official email and text accounts for sending messages • Double-check recipient information before sending messages • Never discuss patient information in public areas, including while over the phone <p>ACCESS & ETHICS</p> <ul style="list-style-type: none"> • Don't share stories about patients, even if you change their name 	122



SLIDE	TITLE	CONTENT	NOTES
		<ul style="list-style-type: none"> • Don't access files for patients you aren't treating – curiosity is not a reason! <p>Above all else, respect patient privacy as you'd want yours to be respected!</p>	
8.0	KLO 3 Examples of What HIPAA Covers	<p>Let's look at an example.</p> <p>Tara is leaving Willow Creek Health Center after just receiving a cortisone shot in her shoulder. What would be covered under HIPAA?</p> <p>Well, HIPAA would cover the following:</p> <ul style="list-style-type: none"> • All Tara's demographic information, including but not limited to her name, date of birth, address, phone number, social security number, or other unique identifiers • Blood work leading up to the procedure • The diagnosis she received about her shoulder and the plan for receiving care • All the clinical notes taken and stored by her doctor here at Willow Creek • Referrals to specialists, if given one • Insurance claims or receipts from previous doctor visits leading up to the procedure • Current billing information for the procedure she received today • A payment plan for a follow-up procedure 	126
9.0	Next Steps: What to Do After Completing This Course	<p>Remember: HIPAA isn't just about rules – it's about protecting trust. Every file, every conversation, every click matters.</p> <p>As next steps, click the image to reference and download a Review Guide from this course.</p> <p>If you have any questions, please follow up with your manager or HR Business Partner.</p>	48



SLIDE	TITLE	CONTENT	NOTES
10.0	Knowledge Check Introduction	Great job completing all three key learning objectives! Now, let's see what you've learned with a Knowledge Check. You must score at least an 80% or more to receive credit for completing this course.	34
11.0	Knowledge Check Q1	<p>What is the purpose of HIPAA?</p> <p>Choose ALL the correct answers. Then, click the SUBMIT button.</p> <ul style="list-style-type: none"> • ***Sets national standards to protect patient privacy • ***Ensures protected information is stored securely • ***Ensures protected information is only shared in legally permitted circumstances • Ensures permission is given before protected information is shared for any reason <p><i>[CORRECT/INCORRECT ANSWER]</i> That's right! /OR/ Sorry, that's incorrect. Enacted in 1996, HIPAA set national standards to protect patient privacy and ensure the security of their health information. Essentially, HIPAA ensures that protected health information (PHI) is stored securely and only shared when legally permitted, such as for treatment, billing insurance, or healthcare operations. Patient authorization is required for most other uses. In some situations, such as medical emergencies, reporting child abuse, or notifying public health authorities about communicable diseases, information covered under HIPAA can be shared without the patient's consent.</p> <p><i>[SECOND CHANCE]</i> Sorry, that's not quite right. Let's try again.</p>	Row 3.0 41
12.0	Knowledge Check Q2	<p>Why should we protect patient information?</p> <p>Choose ALL the correct answers. Then, click the SUBMIT button.</p> <ul style="list-style-type: none"> • ***Health information is deeply personal • ***Everyone has the right to control who sees their sensitive medical information 	Row 4.0 45



SLIDE	TITLE	CONTENT	NOTES
		<ul style="list-style-type: none"> • ***Patients are more open with healthcare providers when they know their information is safe • ***To protect our patients' dignity, trust, and safety <p><i>[CORRECT/INCORRECT ANSWER]</i> That's right! /OR/ Sorry, that's incorrect. They're all correct! Health information is deeply personal, so everyone has the right to control who sees their sensitive medical information, everything from diagnoses to prescriptions to treatments to payments. When patients know their information is safe, they're more open with their healthcare providers, leading to better care and health outcomes. HIPAA protects our patients' dignity, trust, and safety. They're counting on YOU to guard their data – and with it, their lives and personal stories.</p> <p><i>[SECOND CHANCE]</i> Sorry, that's not quite right. Let's try again.</p>	
13.0	Knowledge Check Q3	<p>What risks does a patient face if their data is exposed?</p> <p>Choose ALL the correct answers. Then, click the SUBMIT button.</p> <ul style="list-style-type: none"> • ***Identity theft: e.g., someone using their insurance information • ***Discrimination: e.g., employment bias due to their health history • ***Embarrassment: e.g., a sensitive diagnosis is leaked • Further exposure: e.g., their family's medical history may be at risk, too <p><i>[CORRECT/INCORRECT ANSWER]</i> That's right! /OR/ Sorry, that's incorrect. If personal health information gets into the wrong hands, it could lead to: 1) Identity theft (e.g., someone using a patient's insurance information), 2) Discrimination (e.g., employment bias due to a patient's health history), and 3) Embarrassment (e.g., a sensitive diagnosis being leaked). A patient's health information does not include their family's medical records, so unless the family member is also a patient and their information was part of the shared data, they would not be at risk.</p>	Row 5.0 47



SLIDE	TITLE	CONTENT	NOTES
		<i>[SECOND CHANCE]</i> Sorry, that's not quite right. Let's try again.	
14.0	Knowledge Check Q4	<p>Which of the items below are covered under HIPAA?</p> <p>Choose ALL the correct answers. Then, click the SUBMIT button.</p> <ul style="list-style-type: none"> • ***Demographic information and unique identifiers • ***Physical and mental health or condition • ***Any health care received or notes taken by the provider • ***Payment for healthcare services • Employment history once collected on the initial intake form <p><i>[CORRECT/INCORRECT ANSWER]</i> That's right! /OR/ Sorry, that's incorrect. HIPAA covers: 1) Demographic information and unique identifies, 2) Physical and mental health or condition, 3) Any health care received or notes taken by the provider, and 4) Payment for healthcare services. Employment history is not covered by HIPAA, despite being collected on the patient's intake form and stored in their file.</p> <p><i>[SECOND CHANCE]</i> Sorry, that's not quite right. Let's try again.</p>	Row 6.0 43
15.0	Knowledge Check Q5	<p>Which of the options below are tips for HIPAA compliance?</p> <p>Choose ALL the correct answers. Then, click the SUBMIT button.</p> <ul style="list-style-type: none"> • ***Log out of computers before stepping away • ***Double-check recipient information before sending messages • ***Don't access files for patients you aren't treating • Don't leave files unattended for more than three minutes at a time • Use your personal email address to send sensitive information so the patient knows it's you <p><i>[CORRECT/INCORRECT ANSWER]</i> That's right! /OR/ Sorry, that's incorrect. Some tips for HIPAA compliance are: 1) Log out of computers before stepping away, 2) Double-check recipient information before sending messages, and 3) Don't access files for</p>	Row 7.0 58



SLIDE	TITLE	CONTENT	NOTES
		patients you aren't treating. Never leave notes, records, or files unattended and always use Willow Creek Health Center official email and text accounts for sending messages. <i>[SECOND CHANCE]</i> Sorry, that's not quite right. Let's try again.	
16.1	Results – Passed	Congratulations, you passed this course! Click the SUBMIT button to receive credit for completion and close this course.	n/a 0
16.2	Results – Not Passed	Sorry, you did not pass this course. A score of 80% or more is required to receive credit for completion. Click the RETRY button above to try the Knowledge Check again.	n/a 0