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MULTIPLE CHOICE

1. The Health Insurance Portability and Accountability Act (HIPAA) of 1996 is an important piece of legislation made up of:
   a. 2 titles
   b. 4 titles
   c. 5 titles
   d. 6 titles

   ANS: C DIF: Easy OBJ: 1

2. The U.S. government office which enforces the HIPAA privacy and security rules is the:
   a. Department of Health and Human Services
   b. Office of E-Health Standards and Services
   c. Office of Civil Rights
   d. Centers for Medicare and Medicaid Services

   ANS: C DIF: Moderate OBJ: 3

3. Providing continuous insurance coverage for workers and their dependents when they change or lose a job is the primary purpose of:
   a. HIPAA Title 1 Insurance Reform
   b. HIPAA Title II Administrative Simplification
   c. HIPAA Security Rule Administrative Safeguard
   d. HIPAA Security Rule Technical Safeguard

   ANS: A DIF: Moderate OBJ: 2

4. The focus on the health care practice setting and reducing administrative costs and burdens are the goals of
   a. HIPAA Title I Insurance Reform.
   b. HIPAA Title II Administrative Simplification.
   c. HIPAA Security Rule Administrative Safeguard.
   d. HIPAA Security Rule Technical Safeguard.

   ANS: B DIF: Moderate OBJ: 2

5. Which of the following is NOT a main objective of the HIPAA Privacy Rule?
   a. To protect patient information from being used and disclosed appropriately
   b. To give patients access to their information
   c. To increase patient access to information
   d. To require information access controls such as passwords

   ANS: D DIF: Hard OBJ: 4

6. Confidential information includes
   a. everything that is heard about a patient.
   b. everything that is read about a patient.

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c. everything that is seen regarding a patient.
d. all are correct.

ANS: D DIF: Moderate OBJ: 7

7. Ordinary facts unrelated to treatment of the patient, including the patient's name, city of residence, dates of admission and discharge are referred to as:
a. privileged information
b. nonprivileged information

ANS: B DIF: Moderate OBJ: 6

8. Encounter sheets are considered to be:
a. privileged communications
b. nonprivileged information

ANS: A DIF: Easy OBJ: 6

9. Nonprivileged information about a patient consists of the patient's
a. city of residence
b. diagnosis
c. illness
d. treatment

ANS: A DIF: Easy OBJ: 6

10. Psychotherapy notes that have special protection under HIPAA include:
a. recorded documentation and/or analysis of a conversation with a patient
b. medication prescription and monitoring
c. results of clinical tests performed
d. summary of treatment plan

ANS: A DIF: Hard OBJ: 7

COMPLETION

1. The condition of being secluded from the presence or view of others.

ANS: Privacy

DIF: Easy OBJ: 3

2. Using discretion in keeping information secret.

ANS: Confidentiality

DIF: Easy OBJ: 3

3. To share, examine or analyze health information within an organization.

ANS: Use

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DIF: Easy OBJ: 7

4. To release, transfer, provide access to or to divulge information to people or entities outside the health care organization.

   ANS: Disclosure

   DIF: Easy OBJ: 7

5. Any health care provider, health care organization, health plan or clearinghouse that transmits health information in electronic form.

   ANS: Covered entity

   DIF: Easy OBJ: 3

6. Any person trained and licensed to provide care to a patient, or a place licensed to give health care.

   ANS: Health care provider

   DIF: Easy OBJ: 3

7. An organization that submits electronic claims on behalf of a health care organization to various third-party payers.

   ANS: Clearinghouse

   DIF: Moderate OBJ: 3

8. The individual within a health care organization who is tasked with setting HIPAA policies and procedures, training staff and managing use and disclosure of PHI.

   ANS: Privacy Officer

   DIF: Moderate OBJ: 3

9. The individual within a health care organization who is tasked with implementing computer and networking protocols such as password assignment, backup procedures, firewalls, and virus protection.

   ANS: Security officer

   DIF: Moderate OBJ: 3

10. An individual or entity that perform certain functions or activities using health care information on behalf of a health care organization.

    ANS: Business Associates

    DIF: Easy OBJ: 3

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11. Any information that identifies an individual and describes their health status, age, sex, ethnicity, or other demography characteristic.

    ANS: Protected health information

    DIF: Easy OBJ: 5

12. The written or verbal agreement that gives approval to some action, situation or statement is: _____

    ANS: Consent

    DIF: Easy OBJ: 7

13. _____ is an individual's formal, written permission to use or disclose their personally identifiable health information for purposes other than treatment, payment or health care operations.

    ANS: Authorization

    DIF: Easy OBJ: 7

14. The HIPAA restriction that requires that the amount of PHI accessed be limited to only what the medical staff member needs to do their job is referred to as the: _____

    ANS: Minimum necessary rule

    DIF: Moderate OBJ: 7

15. The document given to the patient at the first encounter at a health care organization, which outlines the patient's rights to privacy. _____

    ANS: Notice of Privacy Practices

    DIF: Easy OBJ: 9

16. A log detailing all of a patient's confidential information that has been released: _____

    ANS: Accounting of disclosure

    DIF: Moderate OBJ: 9

17. Policies and procedures which are implemented to prevent unauthorized use or disclosure of ePHI through information management controls, such as password. _____

    ANS: Administrative safeguards

    DIF: Moderate OBJ: 13

18. Security controls which are implemented to protect and track access to information on computers within a health care organization. _____

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ANS: Technical safeguards

DIF: Moderate OBJ: 13

19. Measures and controls implemented to prevent unauthorized access to PHI. Examples of these measures are locks on doors, and appropriate destruction of paper and electronic records. _____

ANS: Physical safeguards.

DIF: Moderate OBJ: 13

20. An unauthorized acquisition, access, use, or disclosure of PHI, in a manner not permitted by HIPAA, which poses a significant risk of financial, reputational, or other harm to the affected individual. _____

ANS: Breach

DIF: Moderate OBJ: 14

MATCHING

Match the positions below with the description of that person or entity.

a. Health care provider
b. Clearinghouse
c. Covered entity
d. Business associate
e. Privacy officer, privacy official

1. Individual who is designated to help a provider remain in compliance by setting policies and procedures in place, train staff regarding HIPAA Privacy guidelines, and act as the contact person for questions and complaints.
2. A health care coverage carrier, clearinghouse, or physician who transmits health information in electronic form in connection with a transaction covered by HIPAA.
3. Individual who renders medical services, furnishes bills, or is paid for health care in the normal course of business.
4. Third-party administrator who receives insurance claims from the physician's office, performs edits, and redistributes the claims electronically to various insurance carriers.
5. Individual who is hired by a medical practice to process claims to a third-party payer.

1. ANS: E DIF: Moderate OBJ: 21
2. ANS: C DIF: Moderate OBJ: 9
3. ANS: A DIF: Moderate OBJ: 9
4. ANS: B DIF: Moderate OBJ: 9
5. ANS: D DIF: Moderate OBJ: 9

TRUE/FALSE

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1. The primary purpose of HIPAA Title 1: Health Insurance Reform was to improve revenue cycle management.

   ANS: F DIF: Moderate OBJ: 2

2. Under HIPAA, insurance companies could extend their limits for coverage of preexisting conditions.

   ANS: F DIF: Moderate OBJ: 2

3. One of the main objectives of the HIPAA Privacy Rule was to increase patient access to their health information.

   ANS: T DIF: Moderate OBJ: 4

4. Under HIPAA guidelines, a chiropractor or dentist's office would never be considered a covered entity.

   ANS: F DIF: Easy OBJ: 3

5. Psychotherapy notes should be kept separate from the medical section of the patient health record.

   ANS: T DIF: Easy OBJ: 7

6. To give, release, or transfer information to another entity is called consent.

   ANS: F DIF: Easy OBJ: 6

7. An exception to HIPAA, in which patient confidentiality is automatically waived, is when there is a suspicious death, which must be reported to proper law enforcement authorities.

   ANS: T DIF: Moderate OBJ: 7

8. Confidentiality between the physician and the patient is automatically waived when the patient is being treated in a workers' compensation case.

   ANS: T DIF: Moderate OBJ: 7

9. Notes, papers, and memos regarding patient information should be disposed of using a shredding device.

   ANS: T DIF: Easy OBJ: 10

10. The HITECH Act replaced the HIPAA privacy laws.

    ANS: F DIF: Moderate OBJ: 14

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