Fairoaks IT

HIPAA COMPLIANCE MADE SIMPLE
Your Must-Have Checklist

- [ ] **Data Security and Compliance**
  - [ ] **Do you have up-to-date security protocols in place** (e.g., Use encryption for ePHI stored on devices and transmitted over networks.)
  - [ ] **Are you conducting regular audits of your HIPAA compliance practices?** Document findings and take corrective actions as needed.

- [ ] **Develop Incident Response Procedures**
  - [ ] **Breach Response and Notification Procedures:** Develop and maintain procedures for notifying affected individuals in the event of a breach. *Ensure timely notification in accordance with HIPAA guidelines*.
  - [ ] **Create an incident response plan for data breaches or violations** Ensure all employees are aware of procedures for reporting incidents.

- [ ] **Access Controls**
  - [ ] **Implement role-based access controls for ePHI.** Regularly review and update access permissions.
  - [ ] **Enforce physical safeguards to protect areas where ePHI is stored.** Control access to servers and areas where patient records are kept.

- [ ] **Privacy Policy**
  - [ ] **Implement role-based access controls for ePHI.** Regularly review and update access permissions.

- [ ] **Business Associate Agreements**
  - [ ] **Ensure all business associates sign a HIPAA-compliant Business Associate Agreement (BAA)** Review BAAs regularly to ensure compliance.

- [ ] **Employee Training**
  - [ ] **Provide Training:** Provide regular HIPAA training for all staff members *Document attendance and training completion.*
  - [ ] **Regular Updates:** Conduct ongoing training and updates to address new threats to patient data and security practices.

- [ ] **Consult with Experts**
  - [ ] **Professional Guidance:** Are you leveraging expert advice to ensure full compliance?

Contact us for a free technology assessment
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