

# Your Guide to HEALTHCARE COMPLIANCE

USING OIG'S 7 ELEMENTS TO MEET HIPAA, OSHA, AND SOC 2 REQUIREMENTS.

# HIPAA, OSHA, AND SOC 2 COMPLIANCE

In the complex landscape of healthcare and data security, aligning compliance initiatives is vital to ensure robust protection for your practice, employees, and patients.

The OIG's Seven Elements of an Effective Compliance Program serve as guiding principles for complying with HIPAA, OSHA, SOC 2, and other regulatory requirements.

Here, we'll explore how the OIG's Seven Elements, converge into a cohesive framework for meeting HIPAA, OSHA, SOC 2, and other regulatory requirements.

# THE 7 ELEMENTS OF AN EFFECTIVE COMPLIANCE PROGRAM



- Implementing written policies, procedures, and standards of conduct
- 2. Designating a compliance officer
- 3. Conducting effective training and education
- 4. Developing effective lines of communication
- 5. Conducting internal monitoring and auditing
- 6. Enforcing standards through well-publicized disciplinary guidelines
- 7. Responding promptly to detected offenses and undertaking corrective action

# Policies, Procedures, and Standards of Conduct

Policies, procedures, and a code of conduct outline how your practice and employees are expected to behave. In the healthcare environment, they ensure patient privacy and safety, safe working conditions, data integrity, and regulatory compliance.

### **HIPAA**

HIPAA compliance hinges on the implementation of comprehensive policies and procedures. These cover how to handle sensitive patient information, how the information is protected, and what to do if there is a breach.

#### **OSHA**

Regarding OSHA compliance, policies and procedures ensure a safe and healthy environment for patients and employees. These will outline protection from hazards, disinfecting procedures, and reporting injuries or illnesses.

# SOC 2

In the SOC 2 context, these documents detail how data is safeguarded and accessed, providing a solid foundation for auditors to assess your controls.

# **Regulatory Compliance**

Every healthcare organization must comply with a variety of federal and state rules and regulations. Comprehensive policies and procedures cover how interdisciplinary healthcare practices comply with the regulatory environment.





# **Designating a Compliance Officer**

Designating a Compliance Officer is essential to ensuring that your organization follows policies, procedures, and the code of conduct.

They are also responsible for handling responses to reported breaches or incidents, and implementing corrective actions.

### **HIPAA**

Designating a Compliance Officer ensures HIPAA compliance programs have vigilant oversight. This figure is pivotal in maintaining HIPAA standards and promptly addressing data security concerns.

#### **OSHA**

Under OSHA, a Compliance Officer ensures OSHA policies are enforced, and safety measures are consistently upheld, mirroring OIG's focus on vigilant oversight.

#### SOC 2

SOC 2 mandates a vigilant eye be kept on your security posture. Your compliance team ensures that controls are effectively implemented and continuously improved to meet SOC 2 standards.

# **Regulatory Compliance**

The compliance officer ensures your healthcare organization understands the rules of engagement across federal and state regulatory bodies, and that the rigorous requirements are met across disciplines.





# EFFECTIVE TRAINING AND EDUCATION



HIPAA TRAINING ENSURES PATIENT INFORMATION IS PRIVATE AND SECURE.



OSHA TRAINING PREVENTS WORKPLACE INJURIES AND ILLNESSES



SOC 2 TRAINING PROTECTS SENSITIVE DATA EFFECTIVELY



REGULATORY COMPLIANCE TRAINING INCLUDES FRAUD WASTE ABUSE, STARK LAW, AND OTHER FEDERAL AND STATE REGULATIONS

Employee training protects employees and patients.

Without effective training, your organization is vulnerable to breaches, and staff and patients could experience an injury or illness that would otherwise have been prevented.

# **Effective Lines of Communication**

Effectively communicating compliance obligations to staff members is essential.

### **HIPAA**

Clear communication channels are critical in HIPAA compliance. Just as the OIG promotes transparency, HIPAA ensures that employees have access to confidentially communicate any HIPAA concerns to those in authority.

## **OSHA**

OSHA compliance relies on clear communication of safety protocols. Effective communication regarding OSHA ensures that employees are aware of safety expectations and reporting procedures, and that a mechanism exists to confidentially report deviations in safe practices.

# SOC 2

SOC 2 isn't just about internal compliance; it's about demonstrating your commitment to your clients. Regular communication of your compliance status fosters trust and transparency with your stakeholders.

# **Regulatory Compliance**

Creating a culture of compliance depends on safe, accessible communication pathways. All employees and stakeholders must have a confidential method of reporting regulatory concerns.

# **Internal Monitoring and Auditing**

Ensuring employees are following compliance standards prevents violations and costly fines.

## HIPAA

Risk assessments and monitoring of HIPAA efforts ensure compliance and prevent breaches. Risk assessments identify where your policies, procedures, or standards of conduct are lacking.

When there is a change in your business practices, conducting a risk assessment is essential to identify new areas of vulnerability.

### **OSHA**

Routine monitoring and audits are OSHA's backbone, preventing workplace safety violations.

# SOC 2

The OIG encourages ongoing monitoring, and SOC 2 echoes this sentiment. Continuous monitoring and periodic audits ensure that your controls remain robust.

Regularly assessing your security measures and promptly addressing vulnerabilities is key to OIG and SOC 2 compliance.

# **Regulatory Compliance**

Routine audits to monitor regulatory compliance ensure internal processes are compliant. Audit results allow the compliance officer to refresh and reset compliance goals and practices.





# Well-publicized Disciplinary Guidelines

Businesses and employees must be aware of repercussions for failing to follow HIPAA, OSHA, and SOC 2 guidelines. Without well-publicized disciplinary guidelines, enforcing compliance can be difficult.

### **HIPAA**

HIPAA compliance necessitates well-publicized disciplinary guidelines for privacy violations, echoing the OIG's emphasis on consistent repercussions for non-compliance.

### **OSHA**

OSHA compliance demands well-publicized disciplinary guidelines for safety violations, aligning with OIG's recommendation for consistent repercussions in case of compliance failures.

# SOC 2

When issues arise, a swift and effective response is crucial. SOC 2 compliance, similar to the OIG's approach, mandates that organizations have an incident response plan in place. This ensures that any breaches or compliance deviations are handled with precision, minimizing potential damage.

# **Regulatory Compliance**

Responding quickly to any deviation in compliant behavior is key to protecting an organization and its patients. Disciplinary guidelines are often published in employee handbooks, and include what the process is.

# Responding to Offenses and Corrective Action

Responding to offenses and implementing corrective action promptly are vital to preventing similar incidents from occurring in the future.

#### **HIPAA**

Under HIPAA, breaches of patient information must be reported promptly. A breach affecting 500 or more patients must be reported within 60 days of discovery to the Office for Civil Rights (OCR). Breaches that affect less than 500 patients should be noted throughout the year and reported by March 1st of the following year. In both cases, patients must be informed within 60 days of discovery.

# **OSHA**

Under OSHA, injury and illness reporting requirements differ based on the severity of the incident. Some injuries must be reported immediately, whereas others give practices a grace period to do so.

### SOC 2

The final element in SOC 2 compliance is the commitment to continuous improvement. Regulations and threats are ever-evolving, and your compliance program should be too. Regularly reviewing and enhancing your security controls and compliance procedures ensures you stay ahead of emerging risks.

# **Regulatory Compliance**

Quickly responding to any deviation in regulatory compliance is key to the ongoing success of an organization. Some compliance deviations may require legal involvement, professional board reporting, insurance submission, and of course board reporting. Regularly reviewing and enhancing regulatory controls are key to staying ahead of regulatory concerns.



# COMPLYING WITH REGULATORY STANDARDS

HIPAA, OSHA, SOC 2, and regulatory compliance effortlessly integrate with the OIG's Seven Elements to create a robust compliance framework. This holistic approach not only ensures the sanctity of patient data but also underscores your organization's commitment to upholding regulatory standards and ethical healthcare practices.

By blending the wisdom of the OIG with your compliance frameworks, you chart a course toward a safer, more secure, compliant, and ethically-driven healthcare environment.

These principles form a robust framework that not only safeguards your organization's data but also cultivates trust and integrity in the eyes of your clients and regulatory bodies.

By interweaving the principles of the OIG's Seven Elements with HIPAA, OSHA, and SOC 2, and regulatory requirements, your organization can create a comprehensive compliance ecosystem.

# **Compliancy Group's Compliance Software**



# **Snapshot of Compliance Status**

Easily view your current compliance status and task list.

# **Employee Training**

Effectively assign employee training, and track their progress.

### **Policies and Procedures**

Create custom policies and procedures that meet compliance needs.

#### **Risk Assessments**

Simply answer a series of yes or no questions to assess your risk.

### **Corrective Actions**

Get corrective action plans automatically assigned based on answers.

# **Incident Management**

Easily report, track, and manage incidents.

There is a lot that goes into a healthcare compliance program, and our solution helps automate the process. Whether you need HIPAA, OSHA, SOC 2, or other regulatory requirements, your compliance program is fully customizable.

# **Compliancy Group's Compliance Software**



Our software has everything you need for compliance: templated policies and procedures, risk assessments, comprehensive training for your entire staff, vendor management, incident reporting, and more. No matter your needs, our software provides guided action items to meet your requirements with ease.

Solve healthcare compliance challenges quickly and confidently with simplified software. Remove the complexities and stress of compliance, increase patient loyalty and the profitability of your business, and reduce risk. Endorsed by top medical associations, clients can be confident in their compliance program.

# Get compliant today!

# Contact Us





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