

HIPAA and **Dental**

A COMPREHENSIVE GUIDE TO
AUTOMATING HIPAA
COMPLIANCE.

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ADA Member AdvantageSM

What is HIPAA?



Did you know: In the past, dentists have been fined for as little of a violation as responding to a review on Yelp.

The Health Insurance Portability and Accountability Act (HIPAA) established industry standards for anyone working in healthcare. As such, HIPAA rules for those in the dental industry are the same as any other covered entity's (CE) obligations.

HIPAA regulations for dental offices require protected health information (PHI) to be safeguarded in the form of administrative, technical, and physical safeguards. With the increase in healthcare breaches, HIPAA dental compliance has never been more important.

Protecting patients' PHI should be a top priority for any healthcare entity as the healthcare industry is the most targeted for ransomware attacks. A ransomware attack occurs when a hacker infiltrates an organization's internal network and encrypts or steal sensitive data, demanding a sum of money for its return. Some medical practices, especially smaller ones, think that they don't need to be concerned about ransomware attacks, however, hackers are increasingly targeting small businesses as they are easier targets.

It is important to be aware of all of the HIPAA requirements and to make sure that you are confidently fulfilling such requirements.



Checklist of Your HIPAA Requirements

HIPAA Compliance Checklist

*The following are identified by HHS OCR as elements of an elective compliance program.
Please check o/ as applicable to self-evaluate your practice or organization.*

Have you conducted risk assessments for the following areas in the last year?

- ☐ Data Security
- ☐ Privacy Standards (Not required for BAs)
- ☐ Breach Determination and Notification Requirements

Have you identified all gaps uncovered in the assessments above?

- ☐ Have you documented all the gaps and deficiencies?

Have you created a corrective action plan to address these identified gaps?

- ☐ Is this plan fully documented in writing?
- ☐ Do you update and review this plan annually?
- ☐ Do you have plan in place to manage and retain your reports, findings and records for six (6) years?

Have all staff members undergone annual HIPAA training?

- ☐ Do you have documentation of their training?
- ☐ Is there a staff member designated as the HIPAA Compliance, Privacy, and/or Security Officer?

Do you have adopted Policies and Procedures relevant to the HIPAA Privacy, Security, and Breach Notification Rules?

- ☐ Have all staff members read and legally attested to the Policies and Procedures?
- ☐ Do you have documentation of their legal attestation?
- ☐ Do you have documentation for annual reviews of your Policies and Procedures?

Have you identified all of your vendors and Business Associates?

- ☐ Do you have Business Associate Agreements in place with all Business Associates?
- ☐ Have you performed due diligence on your Business Associates to assess their HIPAA compliance? Are you tracking and reviewing your Business Associate Agreements annually?
- ☐ Do you have Confidentiality Agreements with non-Business Associate vendors?

Do you have a defined process for incidents or breaches?

- ☐ Do you have the ability to track and manage the investigations of all incidents?
- ☐ Are you able to provide the required reporting of minor or meaningful breaches or incidents?
- ☐ Do your staff members have the ability to anonymously report an incident?

***AUDIT TIP: If audited, you must provide all documentation for the past six (6) years to auditors.**

*Need help completing your Checklist? Schedule your HIPAA consultation today
at (929) 492-2234 info@compliancegroup.com*

This checklist is composed of general questions about the measures your organization should have in place to state that you are HIPAA compliant, and does not qualify as legal advice. Successfully completing this checklist **does not** certify that you or your organization are HIPAA compliant.

Benefits to Getting Compliant

Compliancy Group's total HIPAA compliance solution allows your practice to become HIPAA compliant, with software guiding you through the process. By being HIPAA compliant, you increase the trust of your patients.

WHY YOU SHOULD BECOME HIPAA COMPLIANT:

- ☒ SATISFY THE LAW
- ☒ PROVE TO PROSPECTIVE PATIENTS THAT THEY CAN TRUST YOU
- ☒ PROTECT YOUR PRACTICE FROM AUDITS AND FINES
- ☒ DIFFERENTIATE AND GROW YOUR PRACTICE

BY BECOMING COMPLIANT, YOU GAIN CONFIDENCE THAT YOUR PRACTICE IS PROTECTED FROM FINANCIAL AND LEGAL LIABILITIES



WITH COMPLIANCY GROUP'S TRUST BADGES, YOUR PATIENTS CAN REST ASSURED THAT YOU HAVE TAKEN ALL THE NECESSARY STEPS TO PROTECT THEIR INFORMATION.



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To help association members, ADA Member Advantage selected Compliancy Group as the **exclusively endorsed HIPAA-compliance management solution**.

New customers save 15% on Compliancy Group's services and receive five times bonus points on payments made using the new ADA Visa Business Rewards Card.

Compliancy Group is focused on helping members of the American Dental Association simplify their HIPAA compliance, saving the practice time, stress, and money.

"One of the largest HIPAA breaches reported targeted dental practices, HIPAA-compliant practices are less likely to fall victim to breaches and minimize the risk when they do occur. HIPAA-compliance is an important part of running a successful dental practice. Compliancy Group is dedicated to guiding Association members through implementing a fast and effective compliance program." - Marc Haskelson, Compliancy Group President and CEO



Compliance 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

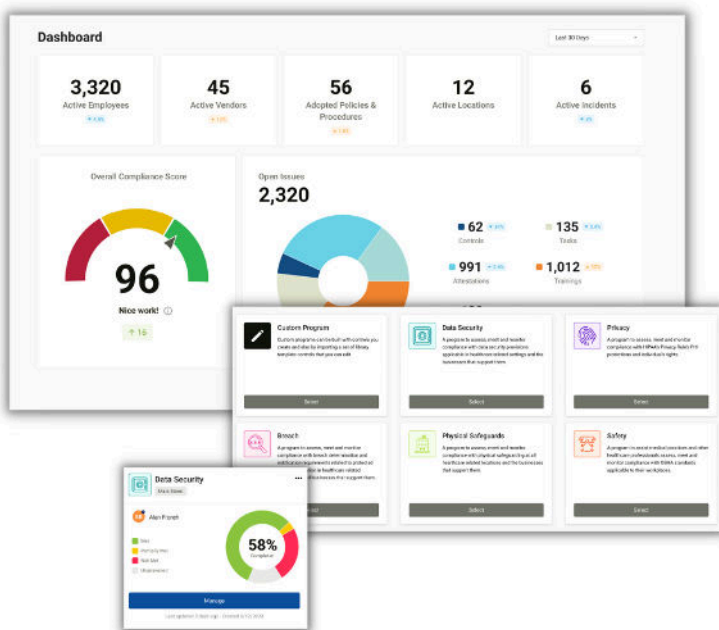
Get corrective action plans automatically assigned based on answers.

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 all three, your compliance program is fully customizable.

Compliance 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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