

## HIPAA

(PHI- Protected Health Information)

1. As a healthcare worker, you may share PHI for

A. treatment

B. payment

C. healthcare operations

**D. all of the above**

2. The most secure passwords are

A. names of sport teams

B. personal names or fictional characters

**C. combinations of upper- and lowercase letters and numbers that are at least six characters long**

D. dates of birth

3. What should you tell an individual who asks for information about HIPAA or his or her privacy rights?

A. Explain the organization's HIPAA privacy policies.

**B. Give copies of the organization's notice of privacy practices and tell the individual to direct further questions to the privacy officer.**

C. Ask whether the individual is a current patient. For current patients only, supply a copy of the notice of privacy practices.

D. None of the above.

4. Physical security includes which of the following?

- A. Locking doors and desks
- B. Keeping PHI out of view of those around you
- C. Storing computer equipment safely

**D. All of the above**

5. The privacy rule's minimum necessary standard requires providers to

- A. include all treatment-related disclosures in accountings of disclosures
- B. refrain from accessing PHI during emergencies

**C. determine who needs what information and only provide the necessary amount and type**

D. document all conversations that include PHI

6. How can you prevent malicious software (malware) from harming your organization's network?

- A. Install software (e.g., music-sharing software, remote-access software, etc.) only with approval from your organization's technical staff
- B. Connect other devices (e.g., laptop computers or personal digital assistants) to the network only with approval from your organization's technical staff
- C. Download antimalware tools to your computer

**D. Both a and b**

7. Your cousin is a patient at your practice. You are not involved in her treatment but would like to send her a get-well card. What is the best way to find out details about her treatment?

A. Ask her physician for the information.

**B. Ask her directly.**

C. Access her medical record.

D. Do nothing at all. HIPAA does not allow you to send her a get-well card.

8. When discussing PHI, try to

A. lower your voice

B. use nongeneric terms

C. move to a more private area

**D. both a and c**

9. In regard to PHI, front desk staff should

**A. make sure PHI is not easily viewable to others by closing files and turning computer monitors**

B. refrain from disclosing PHI to physicians during an emergency

C. avoid using sign-in sheets

D. share computer passwords to speed up patient wait times

10. A patient may inspect or copy his or her entire medical record except for

A. psychotherapy notes

B. notes or information compiled for use in a civil, criminal, or administrative proceeding

C. information that a licensed provider determines will likely endanger the life or safety of the patient or another person

**D. all of the above**