

# HIPAA Review

## Overview of Privacy & Security Policies



This service is an effective way for the dental practice to determine if patient information is protected. Your actions to protect this privacy are essential to your ability to meet and comply with HIPAA requirements. Safelink's review of your documentation and privacy practices will be followed-up with feedback on the status of HIPAA compliance and any recommendations for improvement to your current program. It includes a review of the responsibilities of Privacy Official and Security Official.

### Service Includes

- Review of Privacy Practices and Policies
- Review responsibilities with Privacy Official and Security Official
- Assessment of records
- Train staff
- Feedback on HIPAA compliance

The Privacy Official is responsible for developing the privacy policies and procedures and ensuring that they are put into action. This individual usually serves as the person who receives complaints, provides information about the Notice of Privacy Practices, processes patient requests, handles accounting for disclosures, and receiving/processing requests to amend patient records.

The Security Official must ensure accountability for the security of electronic protected health information. This responsibility includes conducting and periodically updating a risk analysis, developing and implementing security policies and procedures, training employees on security procedures, and ensuring confidentiality, integrity and availability through security measures.



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