

2017 Privacy Module 3: Post Test Questions

1. An example of “unauthorized access” is a situation in which an employee or medical staff member peeks at their family member’s electronic medical record.
 - a) True
 - b) False

2. The acronym for PHI means the following?
 - a) Providers, Health Plans, and Insurance companies
 - b) Private Health Information
 - c) Public Health In-services
 - d) Protected Health Information

3. Safeguards for faxing documents containing patient medical information include:
 - a) Notifying the recipient prior to sending the fax.
 - b) Verifying the fax number before sending the documents.
 - c) Using a cover page that includes a confidentiality statement.
 - d) Not leaving a fax containing protected health information in the fax machine.
 - e) All of the above.

4. Proper document disposal of PHI includes:
 - a) Disposing of documents containing PHI daily in the large receptacles marked “Shredding”.
 - b) Never discarding PHI in regular trash containers or receptacles used for recycling.
 - c) Leaving documents containing PHI out on counter tops for all to see.
 - d) A and B only.

5. The Notice of Privacy Practices (NPP) serves as a communication tool from Sharp HealthCare to our patients.
 - a) True
 - b) False?

6. I am obligated to report all privacy issues that I am aware of to:
 - a) My manager.
 - b) Sharp HealthCare’s Confidential Hotline at 1-800-350-5022.
 - c) Sharp HealthCare’s Corporate Compliance/Privacy office.
 - d) The Confidential Hotline database at <http://www.mycompliancereport.com>.
 - e) Any of the above.

7. I certify that I understand:

It is my responsibility as a Sharp team member to protect patient information from unauthorized access, use and disclosure.

I am not authorized to obtain patient information on any individual unless I have a legitimate business need.

I must follow established procedures to obtain patient information just like any non-Sharp employed individual.

I am not authorized to use my access to obtain information on a family member, friend, co-worker, acquaintance or public figure for personal reasons.

A. I certify