

Healthcare Privacy Basic Compliance Academies

**REGISTER
EARLY**

Academies
Fill Fast



2019

Orlando

January 21–24

Chicago

March 11–14

Washington DC

June 3–6

Denver

July 22–25

Charleston

August 12–15

Anaheim

September 30–October 3

Las Vegas

November 18–21

Explore the broad spectrum of privacy laws and regulations affecting healthcare organizations during this three-and-a-half-day academy led by trade experts. Topics and discussions go beyond the implementation of compliance programs to explore the latest developments in HIPAA privacy, the Federal Privacy Act, data security, privacy investigations, and more. The Academy is limited to 75 participants to enhance your learning experience. The optional Certified in Healthcare Privacy Compliance (CHPC®) exam is offered on the last day. Separate application and fee required.

hcca-info.org/academies

Questions? catherine.stollenwerk@corporatecompliance.org



About the Healthcare Privacy Basic Compliance Academies

Our Healthcare Privacy Basic Compliance Academies help you navigate the broad spectrum of privacy compliance topics that affect healthcare organizations. Explore the latest laws, regulations, and developments to help you effectively manage compliance programs at your organization.

Who Should Attend?

Our academies are designed for participants with basic knowledge of and professional experience in healthcare privacy compliance. This includes privacy officers, data privacy personnel, compliance officers, internal auditors, and in-house or external compliance lawyers.

Why Should You Attend?

More than 2,600 compliance professionals have turned to our Healthcare Privacy Basic Compliance Academies to learn best practices and industry trends. Our Academies are not conferences. Instead, they provide in-depth, classroom-style training in healthcare compliance along with great networking opportunities.

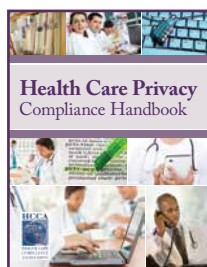
The HCCA Healthcare Privacy Basic Compliance Academies also:

- Cover the core healthcare compliance training you need, including HIPAA privacy, electronic health records, policies and procedures, risk assessment, auditing and monitoring, the Federal Privacy Act, data security, privacy investigations, and breach notifications
- Are taught by compliance professionals, hand-selected for their experience and teaching skills
- Limit enrollment to 75 participants per academy, ensuring personal interaction with our expert faculty
- Provide opportunities to network with both faculty and peers at a networking event and during training breaks.

What Will You Receive?

Course materials are provided onsite on the first day of the Academy. This includes a binder that contains all course materials.

2019 attendees will also receive a free copy of the *Health Care Privacy Compliance Handbook* (normally \$169).



Faculty



Janis Anfossi, JD, MPH, CHC, CHPC
Associate Vice President – Compliance and Privacy,
Rush University Medical Center Group



Dwight Claustre, CHC-F, CHRC, CHPC
Managing Director, Ankura Consulting Group



Darrell Contreras, Esq., LHRM, CHC-F, CHRC, CHPC
Chief Compliance Officer, Millennium Health



Shawn DeGroot, CCEP, CHPC, CHRC
President, Compliance Vitals



Gregory V. Kerr, CHC, CHPC
Managing Director, Ankura Consulting Group



David Nelson, CHRC, CHPC, CISSP
Privacy Consultant



Joan M. Podleski, CHC, CHPC, CHRC, CCEP
Chief Privacy Officer, Children's Health



R. Brett Short, CHC, CHPC
Chief Compliance Officer,
UK HealthCare, University of Kentucky



Debbie Troklus, CHC-F, CCEP-F, CCEP-I, CHRC, CHPC
Senior Managing Director, Ankura Consulting Group

PLEASE NOTE: Faculty is subject to change.

Becoming Certified

Why do people add JD, MBA, or CPA after their name? Because they know those initials add credibility. Become Certified in Healthcare Privacy Compliance (CHPC®) by taking the optional exam on the last day of the Academy.

More than 1,400 compliance professionals around the world have earned a CHPC designation. By taking and passing the certification exam, you will not only join this distinguished group, but also help to further the development of the healthcare compliance profession.

To receive CHPC certification, you will need:

- At least one year of full-time experience in the profession or 1,500 hours within the past two years
- 20 hours of continuing education units (CEUs) in compliance within the 12 months prior to your exam date; the Healthcare Privacy Basic Compliance Academy can provide all the credits you need, although it is not a preparation class for the exam itself
- A passing score on the CHPC certification exam.

The exam is optional and a separate application and fee is required. For more information, visit compliancecertification.org and click on the "CHPC" tab.

Contact Us

Please visit us online at hcca-info.org to learn more about the Basic Compliance Academies and HCCA's other programs.

Academy Questions?

catherine.stollenwerk@corporatecompliance.org

HCCA is in the process of applying for additional external continuing education units (CEUs). Should overall number of education hours decrease or increase, the maximum number of CEUs available will be changed accordingly. Credits are assessed based on actual attendance and credit type requested. Approval quantities and types vary by state or certifying body. For entities that have granted prior approval for this event, credits will be awarded in accordance with their requirements. CEU totals are subject to change. Upon request, HCCA may submit this course to additional states or entities for consideration. If you would like to make a request, please contact us at 952.988.0141 or 888.580.8373 or email ccb@compliancecertification.org. Visit HCCA's website, hcca-info.org, for up-to-date information.

CCB: The Compliance Certification Board (CCB)[®] has awarded a maximum of 28.5 CEUs for these certifications: Certified in Healthcare Compliance (CHC)[®], Certified in Healthcare Compliance—Fellow (CHC-F)[®], Certified in Healthcare Privacy Compliance (CHPC)[®], Certified in Healthcare Research Compliance (CHRC)[®], Certified Compliance & Ethics Professional (CCEP)[®], Certified Compliance & Ethics Professional—Fellow (CCEP-F)[®], and Certified Compliance & Ethics Professional—International (CCEP-I)[®].

CEU Questions?

Contact us at 888.580.8373 or ccb@compliancecertification.org.

HCCAnet Study Groups

Join one of HCCAnet's study groups to help prepare yourself for a certification exam. Post questions, share your insights, and network with other compliance professionals who have taken—or are preparing to take—the CHPC exam.

To join the CHPC Candidate Group for healthcare compliance and ethics, go to hcca-info.org/hccanet to get started. Login to your account via the "Login" button on the upper right corner of the page. Click on "Communities"; select "All Communities"; then scroll down to locate the "CHPC Candidate Group" and click the "Join" button.

With more than 16,000 members, HCCAnet is the official social network of the Health Care Compliance Association, and is free to join.

HCCAnet[®]
hcca-info.org/hccanet



Get CHPC Certified — Be recognized ...for your experience and knowledge in healthcare compliance

Take advantage of the opportunity to sit for the CHPC exam on the last day of the Academy. The CHPC exam requires advance application and payment separate from the Academy. To learn more, visit compliancecertification.org and click on "CHPC".

CHPC[™]
CERTIFIED IN HEALTHCARE
PRIVACY COMPLIANCE

MONDAY

8:00 – 8:30 AM	Registration and Continental Breakfast <i>(provided)</i>
8:30 – 8:45 AM	Welcome / Introduction
8:45 – 9:45 AM	Healthcare Compliance 101 • An overview of general compliance topics focusing on the elements of an effective compliance program • Discuss the infrastructure of a privacy compliance program • Discuss the Board's role in compliance
9:45 – 10:00 AM	Break
10:00 AM – 12:00 PM	HIPAA 101: Part 1 • Applicability of HIPAA: Who is covered, what is covered • Responsibilities of covered entities
12:00 – 1:00 PM	Lunch <i>(provided)</i>
1:00 – 2:30 PM	Privacy Policies & Procedures • Discuss why HIPAA privacy policies and procedures are necessary at your organization • Identify the “must have” policies for your HIPAA privacy program • Practical tips and discussion points for establishing and maintaining effective HIPAA privacy policies
2:30 – 2:45 PM	Break
2:45 – 3:00 PM	Certified in Healthcare Privacy Compliance (CHPC®) Exam Information
3:00 – 4:45 PM	Conducting a Privacy Investigation • Why conduct investigations • How external investigations come about • When to involve legal counsel in investigations • Conducting investigations

TUESDAY

7:30 – 8:00 AM	Continental Breakfast <i>(provided)</i>
8:00 – 10:00 AM	HIPAA 101: Part 2 • Responsibilities of covered entities (cont.) • Patient rights under HIPAA • Scenarios and questions
10:00 – 10:15 AM	Break
10:15 – 11:45 AM	Privacy Risk Assessment • Understand the key elements of a risk assessment • Identify different approaches to doing a risk assessment for privacy • Identify a process that will work for your organization
11:45 AM – 12:45 PM	Lunch <i>(provided)</i>
12:45 – 2:30 PM	Auditing & Monitoring for Your Privacy Program • Identify at least 3 areas of consideration when developing your compliance audit and monitoring plan • Identify the steps of conducting an audit • Define at least 3 effectiveness measures for your audit and monitoring activities
2:30 – 2:45 PM	Break
2:45 – 3:45 PM	Health Plan & Employer Group Health Plan Privacy Issues • Health plan compliance with HIPAA • Employer-sponsored group health plans • Hot spots and OCR enforcement
3:45 – 4:00 PM	Break
4:00 – 5:00 PM	Vendor Relations • Provide overview of HIPAA contractual and organizational structures to meet regulatory obligations for HIPAA • Outline and discuss selection of appropriate contract tool dependent on “relationship” between Covered Entity and others • Provide authoritative resource for sample Business Associate language and other relevant documents
5:30 PM	Networking Event <i>(optional)</i>

WEDNESDAY

8:00 – 8:30 AM	Continental Breakfast <i>(provided)</i>
8:30 – 10:00 AM	Privacy & Security Challenges in Electronic Health Information • Apply basic HIPAA requirements to the EHR and evolving technologies, business models, and regulations • Learn concepts for mitigation of risks in the EHR and electronic databases • Learn the basics of the HIPAA Security Rule
10:00 – 10:15 AM	Break
10:15 AM – 12:00 PM	Integrating Privacy Compliance into the Corporate Compliance Program • Discuss the relationship between the Privacy Office and the Compliance Office using the 7 elements of an effective compliance program as a frame work • Understand how the Privacy Program fits into the Code of Conduct structure and how to communicate the relationship to the workforce • Examine how to work with the Compliance Program structure to respond to inquiries and implement corrective actions
12:00 – 1:00 PM	Lunch <i>(provided)</i>
1:00 – 2:30 PM	Breach Notification • Understand breach notification requirements • Determine when breach notification requirements would not apply • Discuss the process to follow to determine if you have a reportable breach
2:30 – 2:45 PM	Break
2:45 – 3:45 PM	42 CFR Part 2: Federally Assisted Substance Abuse Programs • Define “Who” — entities and personnel — are subject to the regulation • Identify information that is covered by 42 CFR Part 2 with focus on items more stringent than HIPAA • Provide resources such as samples of Consent Forms and most current list of Definitions
3:45 – 4:00 PM	Break
4:00 – 5:00 PM	Beyond HIPAA: Other Federal Privacy Laws • Learn the major laws affecting privacy and security obligations of individual information • Understand the jurisdiction and requirements for compliance with these federal rules • Apply these rules to emerging theories of litigation and investigation in healthcare

THURSDAY

7:30 – 8:00 AM	Continental Breakfast <i>(provided)</i>
8:00 – 9:45 AM	Privacy Effectiveness • Methodology, process and content requested during a HIPAA privacy and security audit • Challenges during a HIPAA audit like planning, reporting, document management and responses • How audit preparation can be engaged through the seven elements for effective programs
9:45 – 10:00 AM	Break
10:00 – 11:45 AM	Privacy Compliance Beyond Implementation • Discuss the process for responding to concerns, including identifying potential sources for issues, using proper resources during investigations, and how to provide the required and necessary responses • Understand the key elements of an ongoing auditing and monitoring plan for the Privacy Compliance Program • Understand tips for evaluating the effectiveness of the Privacy Program
11:45 AM	Academy Ends
1:00 PM	CHPC® Exam Check-In Time
1:15 – 4:30 PM	Exam Time — Certified in Healthcare Privacy Compliance (CHPC®) Exam <i>(optional)</i> The CHPC® exam is optional. You must apply and pay for the exam separately from the Academy. To apply online, visit: hcca-info.org/Certification/ApplyforCCBCertification.aspx . PLEASE NOTE: If you are not present at the specified "Exam Check-in Time" as listed above, and as determined by the exam proctor, you will not be allowed to sit for the exam. Actual exam duration is 120 minutes, per the Candidate Handbook. The time range, listed at left, includes mandatory exam procedures and proctor instructions.

PLEASE NOTE: Agenda is subject to change.

Healthcare Privacy Basic Compliance Academies and optional CHPC® exams are held at the locations listed below. The costs of hotel accommodations are not included in your conference registration fee. The hotel room rate listed for each Academy is good until the cutoff date indicated or until the room block is full, whichever comes first. Reservations received after the cutoff date or after the room block is full will be accepted based on space and rate availability. Please note that parking and Internet service charges are set by the hotel and may be subject to change.

NOTICE: Neither HCCA nor any hotel it is affiliated with will ever contact you to make a hotel reservation. If you receive a call soliciting reservations on behalf of HCCA or the event, it is likely from a room poacher and may be fraudulent. We recommend you make reservations directly with the hotel using the phone number or web link in this brochure. If you have concerns or questions, please contact 888.580.8373.

Orlando, FL • January 21–24

Hilton Orlando Lake Buena Vista

1751 Hotel Plaza Boulevard, Lake Buena Vista, FL 32830

A reduced rate of \$229 per night (plus taxes and state fees) for single/double occupancy has been arranged. To make reservations, visit bit.ly/bca012119 or call **800.782.4414** and mention the group code HCA to receive the group rate. All reservations must be guaranteed with a major credit card. If you do not cancel your reservation within 5 days prior to the date of arrival, the hotel will charge the credit card one night's room fee plus any applicable taxes. The cutoff date to receive the group rate is Friday, December 21, 2018 or when the room block is full, whichever comes first.

Chicago, IL • March 11–14

Hyatt Centric Chicago Magnificent Mile

633 North Saint Clair Street, Chicago, IL 60611

A reduced rate of \$129 per night (plus applicable taxes; currently 17.4%; subject to change) for single/double occupancy has been arranged. Basic guest room Internet and access to the fitness center and pool are included. To make reservations, call **888.591.1234** and ask for the Healthcare Compliance or HCCA group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Cancellation must be received 72 hours prior to arrival or one night room plus applicable fees will be assessed. The cutoff date to receive the group rate is Sunday, February 17, 2019 or when the room block is full, whichever comes first.

Washington, DC • June 3–6

Grand Hyatt Washington

1000 H Street NW, Washington, DC 20001

A reduced rate of \$259 per night (plus applicable fees and taxes; currently 14.8%; subject to change) for single/double occupancy has been arranged. To make reservations, call **800.233.1234** and request the HCCA Basic Compliance Academy rate. The cutoff date to receive the group rate is Monday, May 6, 2019 or when the room block is full, whichever comes first.

Denver, CO • July 22–25

Grand Hyatt Denver

1750 Welton Street, Denver, CO 80202

Reduced rates of \$239 per night for single occupancy and \$264 per night for double occupancy (plus applicable taxes; currently 15.75%; subject to change) have been arranged. To make reservations, visit hyatt.com and, under the Corporate or Group Code section, enter G-HCCA; or, call Hyatt's Central Reservations at **800.233.1234** and mention the group code G-HCCA. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Monday, July 1, 2019 or when the group block is full, whichever comes first.

Charleston, SC • August 12–15

Belmond Charleston Place

205 Meeting Street, Charleston, SC 29401

A reduced rate of \$209 per night (plus applicable taxes; rates are subject to a \$2.00 destination marketing fee plus state and local taxes, currently totaling 14%) for single/double occupancy has been arranged. Basic guest room Internet is included. To make reservations, email grouppres.cph@belmond.com or call **800.831.3490** and ask for the Healthcare Compliance or HCCA group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card, which will be forfeited if the reservation is cancelled less than 7 days prior to arrival. The cutoff date to receive the group rate is Friday, July 19, 2019 or when the room block is full, whichever comes first.

Anaheim, CA • Sep 30–Oct 3

Sheraton Park Hotel at The Anaheim Resort

1855 South Harbor Boulevard, Anaheim, CA 92802

A reduced rate of \$174 per night (plus applicable taxes; currently 17.228%; subject to change) for a traditional room with single/double occupancy has been arranged. To make reservations, call **866.837.4197** and ask for the HCCA Privacy Compliance Academy group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Friday, September 18, 2019 or when the room block is full, whichever comes first.

Las Vegas, NV • November 18–21

The Cosmopolitan of Las Vegas

3708 Las Vegas Boulevard South, Las Vegas, NV 89109

A reduced rate of \$209 per night (plus applicable taxes; currently 13.38%; subject to change) for single/double occupancy has been arranged. To make reservations call **855.435.0005** and ask for the HCCA Privacy Compliance Academy group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Monday, October 28, 2019 or when the room block is full, whichever comes first.

LEARN.NETWORK.INSPIRE.



Maximize and grow your compliance program.

Stay informed on privacy issues, Stark compliance, conflicts of interest, False Claims Act, risk management, HIPAA, regulatory changes and patient rights, and more. Learn proactive compliance strategies from industry leaders and network with peers.

Learn more and join HCCA's community today!



hcca-info.org/join

MEMBERSHIP BENEFITS

- 12 issues of *Compliance Today* magazine, exclusively for HCCA members
- Join a community of 12,000+ compliance professionals
- Members-only discounts on conferences, publications, and newsletters
- Network and learn at 50+ conferences a year
- Save on weekly Web conferences for live learning at your desk
- Receive a discount on Compliance Certification Board (CCB)® exam pricing for CHC, CHRC, and CHPC

ADDITIONAL RESOURCES

- HCCAnet® provides access to an online Resource Library and networking
- Weekly newsletters and blog posts from industry experts

Contact Information (please type or print)

☐ Mr. ☐ Mrs. ☐ Ms. ☐ Dr.

HCCA Member/Account Number (if applicable/known)

First Name MI

Last Name

Credentials

Job Title

Organization (name of employer)

Street Address (post office boxes not acceptable)

City/Town

State/Province

Zip/Postal Code

Country

Phone Number

Fax Number

Email Address (required for registration confirmation)

Terms & Conditions

Registration Payment Terms: Checks are payable to HCCA. Credit cards accepted: American Express, MasterCard, Visa, or Discover. Enclose check with your registration form and return it to the HCCA office, or fax your credit card payment to 952.988.0146. Payment must be sent in at least two weeks prior to the start date or your space may be released. If your total is miscalculated, HCCA will charge your card the correct amount. If you wish to pay using wire transfer funds, please email helpteam@hcca-info.org for instructions. **The cost of any exams and the hotel accommodations are not included in the registration fee. Breakfast and lunch are included in the tuition amount where indicated in the agenda. The CHPC® exam application form must be faxed or mailed as indicated on the form.**

Cancellations/Substitutions: No refunds will be given for cancellations. If you need to cancel your participation, your request must be submitted by email to helpteam@hcca-info.org. Cancellation requests received within 7 days of the event start date will be assessed a \$250 cancellation fee. A conference credit will be issued for all registration fees paid (minus any cancellation fee) and will expire 12 months from the date of the original, canceled event. Conference credits will not be issued if you do not attend the event and have not requested cancellation prior to the event start date. Conference credits may be applied toward any HCCA event, service, or product. If a conference credit is applied toward an event, the event must take place prior to the credit's expiration date. Alternatively, you may choose to send a substitute attendee in your place. An additional fee may apply depending upon the membership status of the substitute. Substitution requests must be submitted by email to helpteam@hcca-info.org.

Group Discounts: Discounts take effect the day a group reaches the discount number of groups. Please send registration forms together to ensure the discount is applied. A separate registration form is required for each registrant. The group discount is NOT available through online registration. Note that discounts will NOT be applied retroactively if more registrants are added at a later date, but new registrants will receive the group discount.

5 or more: \$200 discount for each registrant / **10 or more:** \$400 discount for each registrant

Recording: Unauthorized audio or video recording of HCCA events is not allowed.

Use of Information: Your information may be received by exhibitors at a conference as well as our affiliates and partners who we may share it with for marketing purposes. Please note that only postal address information is shared. If you wish to opt-out, please follow the process set out in the Privacy Statement, at hcca-info.org/privacy.aspx.

Agreements & Acknowledgements: I agree and acknowledge that I am undertaking participation in HCCA events and activities as my own free and intentional act, and I am fully aware that possible physical injury might occur to me as a result of my participation in these events. I give this acknowledgement freely and knowingly and assert that I am, as a result, able to participate in HCCA events, and I do hereby assume responsibility for my own well-being. I agree and acknowledge that HCCA plans to take photographs and/or video at the HCCA Healthcare Privacy Basic Compliance Academy and reproduce them in HCCA educational, news, or promotional material, whether in print, electronic, or other media, including the HCCA website. By participating in the HCCA Healthcare Privacy Basic Compliance Academy, I grant HCCA the right to use my name, photograph, video, and biography for such purposes. As a participant of this event, my name, job title, organization, city, state, and country will be listed on the attendee list that will be distributed to attendees, speakers, and exhibitors of this event.

By submitting this registration, you agree to the **Terms & Conditions**, including the **Use of Information** as stated (above), and our Privacy Statement located at hcca-info.org/privacy.aspx.

Academy Options (choose one below)

- ☐ Orlando, FL • January 21–24
☐ Chicago, IL • March 11–14
☐ Washington, DC • June 3–6
☐ Denver, CO • July 22–25
☐ Charleston, SC • August 12–15
☐ Anaheim, CA • September 30–October 3
☐ Las Vegas, NV • November 18–21

Registration Options (Registration fees listed below are considered net of any local withholding taxes applicable in your country of residence.)

- ☐ HCCA Member \$2,750
☐ Non-Member \$3,250
☐ Registration plus HCCA membership \$2,950
Save by joining HCCA today (first-time members only; annual dues regularly \$295; \$325 after 1/1/19)
☐ Group Discount subtract \$_____ from my registration fee (see details at left)

TOTAL _____

Dietary Accommodations

- ☐ Kosher (Hechsher certified) ☐ Kosher-Style (no shellfish, pork, or meat/dairy mixed)
☐ Gluten Free ☐ Vegetarian ☐ Vegan ☐ Other _____

Payment Options

- ☐ Invoice me ☐ Check enclosed
☐ I authorize HCCA to charge my credit card (choose one below)
 Credit Card: ☐ American Express ☐ MasterCard ☐ Visa ☐ Discover

Due to PCI compliance, please **do not provide any credit card information via email**. You may email this application (without credit card information) to helpteam@hcca-info.org and call HCCA at 888.580.8373 or 952.988.0141 with your credit card information.

Credit Card Account Number

Credit Card Expiration Date

Cardholder Name

Cardholder Signature

Registration Methods

MAIL HCCA, 6500 Barrie Road, Suite 250, Minneapolis, MN 55435-2358

ONLINE hcca-info.org/academies

FAX 952.988.0146 (include completed registration form with payment information)

EMAIL helpteam@hcca-info.org (do not include credit card information)



Health Care Compliance Association
6500 Barrie Road, Suite 250
Minneapolis, MN 55435-2358

**REGISTER
EARLY**

Academies
Fill Fast

Healthcare Privacy Basic Compliance Academies

Plan to attend HCCA's three-and-a-half day in-depth program focusing on subject areas at the heart of healthcare privacy compliance practice.

Healthcare Privacy Basic Compliance Academies

"...learned **a wealth of information that I can immediately utilize** in my organization."

"...**highly experienced and knowledgeable instructors** with different backgrounds provided great **real-world thoughts**."

"...**great learning experience** and wonderful opportunity to not only meet and connect with other conference attendees but **the opportunity to meet and connect with the faculty**."

Orlando

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Washington DC

June 3–6

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