

Healthcare Privacy Compliance Academies

Learn to navigate and comply with the growing body of laws and take more control over your organization's privacy program

2021 Academies

SOLD
OUT

Jersey City, NJ • Jul 19–22

SOLD
OUT

Seattle, WA • Aug 2–5

WAIT
LIST

Austin, TX • Sep 27–30

Sit for the CHPC exam! Demonstrate your expertise and enhance your career — take the optional Certified in Healthcare Privacy Compliance (CHPC®) exam offered by the Compliance Certification Board (CCB®) at the conclusion of the Academy.

Register today
hcca-info.org/academies



About our Academies

HCCA's Healthcare Privacy Compliance Academy is a three-and-a-half-day intensive training program covering both the ongoing challenges and the latest changes and updates in privacy laws, regulations, and developments, so you can effectively manage your organization's compliance program. Our faculty of experts provide guidance and insights that encourage a deeper understanding of effective privacy compliance management in a healthcare setting and explores a broad spectrum of privacy laws and regulations. Unlike larger conferences, the Healthcare Privacy Compliance Academy offers attendees a classroom-style, hands-on approach to learning that encourages small-group interactions and networking opportunities.

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
- In-house or external compliance lawyers

Why should you attend?

Kick-start your compliance program and head back to work with a wealth of new information and resources.

- Gain core healthcare privacy compliance knowledge
- Learn from faculty hand-selected for their expertise
- Network with other compliance professionals

- Earn live continuing education units (CEUs)
- Take the optional Certified in Healthcare Privacy Compliance (CHPC®) exam

Enrollment for each Academy is limited, ensuring personal interaction with our experts.

Course materials and takeaways

In addition to the knowledge you gain by attending, you also receive:

- All course materials (A binder will be provided on the first day of the Academy.)
- One-year online access to the *Health Care Privacy Compliance Handbook, 3rd Edition* (\$205 value) (A link will be sent on the first day of the Academy to the email address in your HCCA account.)

HCCA's mission

HCCA exists to champion ethical practice and compliance standards in all organizations and to provide the necessary resources for compliance professionals and others who share these principles.

Contact Us

Please visit hcca-info.org to learn more about the Academies and HCCA's other programs.

Our faculty



Dwight Claustre, CHC-F, CHRC, CHPC
Retired Compliance Professional



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



Shawn DeGroot, CHC-F, CHRC, CHPC, CCEP
Managing Director,
SunHawk Consulting



Jeffrey Driver, JD, CHC, CHPC, CHRC, CCEP-I
Chief Consultant and Principal,
Soteria Risk Works, LLC



Sheila Limmroth, CIA, CHC
HIPAA Privacy Officer/Legal Services Specialist,
DCH Health System



David Nelson, CHRC, CHPC, CISSP
Privacy Consultant



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



R. Brett Short, CHC, CHRC, CHPC
Chief Compliance Officer,
UK HealthCare, University of Kentucky;
SCCE & HCCA Secretary



Lisa Taylor, Esq., CCEP
Vice President & Chief Compliance Officer,
UC Health



Debbie Troklus, CHC-F, CCEP-F, CCEP-I, CHRC, CHPC
President,
Troklus Compliance Consulting;
SCCE & HCCA Board Member



Betsy Wade, CHC
Corporate Compliance Officer,
Signature HealthCARE

(Faculty subject to change.)

CHPC™ Do you qualify? Become certified!

Certification can enhance your career and give you credibility with your organization and peers. Immediately following each Academy, we offer an optional Certified in Healthcare Privacy Compliance (CHPC®) exam. A separate application and fee submitted in advance directly to the Compliance Certification Board (CCB)® is required.

PLEASE NOTE: Although the Academies can provide the CEUs you need to qualify, they are not a preparation class for the exam itself.

MONDAY

7:30–8:30 AM

Registration and Continental Breakfast (*provided*)

8:30–8:35 AM

Welcome / Introduction

8:35–9:35 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

9:35–10:05 AM

Break

10:05 AM–12:05 PM

HIPAA 101: Part 1

- Overview of HIPAA Requirements
- Applicability of HIPAA: Who is covered, what is covered
- Responsibilities of covered entities

12:05–1:05 PM

Lunch (*provided*)

1:05–2:35 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

2:35–3:05 PM

Break

3:05–4:50 PM

Conducting a Privacy Investigation

- Why do an investigation?
- Conducting investigations
- Investigation considerations

4:50–5:05 PM

Certified in Healthcare Privacy Compliance (CHPC®) Exam Information

TUESDAY

7:00–8:00 AM

Continental Breakfast (*provided*)

8:00–10:00 AM

HIPAA 101: Part 2 / Privacy and Research

- Responsibilities of covered entities (cont.)
- Patient rights under HIPAA
- Privacy regulations related to research

10:00–10:30 AM

Break

10:30 AM–12:00 PM

Privacy Risk Assessment

- Understand the key elements of a risk assessment
- Identify approaches for conducting a privacy risk assessment
- Identify a process that will work for your organization

12:00–1:00 PM

Lunch (*provided*)

1:00–2:45 PM

Auditing & Monitoring for Your Privacy Program

- Discuss the basics of auditing and monitoring
- Identify the steps in a privacy audit
- Communicating auditing and monitoring results

2:45–3:15 PM

Break

3:15–4:15 PM

Health Plan & Employer Group Health Plan Privacy Issues

- Health plan compliance with HIPAA
- Employer-sponsored group health plans
- Hot spots and OCR enforcement

4:15–4:30 PM

Break

4:30–5:30 PM

BAAs and Third Parties

- Provide overview of HIPAA contractual and organizational structures
- Outline and discuss selection of appropriate contract tools
- Resources for authoritative references

WEDNESDAY

7:00–8:00 AM

Continental Breakfast *(provided)*

8:00–9:30 AM

Privacy & Security Challenges in Electronic Health Information

- Apply basic HIPAA privacy requirements to the EHR
- Identify evolving business models, technologies and regulations
- Learn the basics of the HIPAA Security Rule to the EHR

9:30–10:00 AM

Break

10:00–11:45 AM

Integrating Privacy Compliance into the Corporate Compliance Program

- Evaluate the roles and scope of privacy and compliance
- Learn techniques for creating effective training programs
- Apply privacy and compliance roles to investigations

11:45 AM–12:45 PM

Lunch *(provided)*

12:45–2:15 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

2:15–2:45 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

7:00–8:00 AM

Continental Breakfast *(provided)*

8:00–9:45 AM

Privacy Effectiveness

- Methodology, process, and content requested during a HIPAA privacy and security audit
- Understand challenges during a privacy audit
- 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 process, sources, and resources for identifying and responding to privacy issues
- Understand the key elements of an ongoing auditing and monitoring plan for the privacy compliance program
- Learn how to take your privacy program to the next level

11:45 AM

Academy Ends

12:45 PM

CHPC Exam Check-In Time

1:00–4:00 PM

Exam Time — Certified in Healthcare Privacy Compliance (CHPC®) *(optional)*

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.

(Agenda subject to change.)

SECTION 1 Attendee Information

☐ Mr ☐ Mrs ☐ Ms ☐ Dr ☐ Other _____ Member/Account ID (if known/applicable) _____

First Name _____ MI _____ Last Name _____

Credentials (CHC, CCEP, etc.) _____ Job Title _____

Organization (name of employer) _____

Street Address _____ City/Town _____

State/Province _____ Zip/Postal Code _____ Country _____

Work Phone _____ Email (required) _____

SECTION 2 Registration

Healthcare Privacy Compliance Academies

<input type="checkbox"/>	July 19–22, 2021 • Jersey City, NJ — SOLD OUT
<input type="checkbox"/>	August 2–5, 2021 • Seattle, WA — SOLD OUT
<input type="checkbox"/>	September 27–30, 2021 • Austin, TX — WAIT LIST

Options

<input type="checkbox"/> Member	\$2,750
<input type="checkbox"/> Non-Member	\$3,250
<input type="checkbox"/> Registration + First-Time Membership Offer*	\$2,970

*Save by joining today (first-time members only). Dues renew at \$325. See "Acknowledgements" below for details.

Group Discount

<input type="checkbox"/> Group Discount for 3–9 Attendees**	(\$200)
<input type="checkbox"/> Group Discount for 10 or More**	(\$400)

**See "Group Discount Policy" under "Acknowledgements" below for details.

TOTAL \$ _____

Dietary Needs Request

☐ Dairy Free ☐ Gluten Free ☐ Kosher ☐ Vegetarian ☐ Vegan ☐ Other _____

On-Site Cell Phone (for emergency on-site use only) _____

HCCA Membership: By selecting the Registration + First-Time Membership Offer, you agree to the full membership Terms and Conditions, including the use of your information, viewable at hcca-info.org/membership/tandc. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

Opt-Out: Select if you would like to opt-out of the following:

- ☐ Member Magazine Listing: HCCA lists all new members (first and last name, organization, and state or country) in our monthly magazine, *Compliance Today*.
- ☐ Online Member Directory: HCCA's member directory lists first and last name, organization, title, address, and phone number.

SECTION 3 Payment

Online registration at hcca-info.org/academies

Mail to HCCA, 6462 City West Parkway, Eden Prairie, MN 55344 USA Fax to 952.988.0146

Email to helpteam@hcca-info.org — Due to PCI compliance, do not provide credit card information via email. Email this form without credit card information, then call HCCA at 888.580.8373 or 952.988.0141 with your payment.

- ☐ Invoice me
- ☐ Check enclosed (payable to HCCA)
- ☐ Wire transfer requested
- ☐ I authorize HCCA to charge my credit card: ☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Credit Card Account Number _____ Expiration Date _____

Cardholder Name _____ Cardholder Signature _____

SECTION 4 Acknowledgements

By submitting this registration, you agree to the full event Terms and Conditions, viewable at hcca-info.org/conference/tandc, including the use of your information that may be shared with conference exhibitors, attendees, speakers, affiliates, and partners for promotional and/or networking purposes. To see the full use of your information or if you wish to opt-out, visit hcca-info.org/privacy.

By registering for this event, you also agree that you have read and agree to the Personal Accountability Commitment, the Assumption of Risk, and the Liability Waiver and Release viewable at hcca-info.org/conference/tandc.

Cancellation Fee: A \$250 fee will be charged for any registration changed within seven days of the start of an Academy.

Group Discount Policy: Registration forms must be sent together to ensure that the discount is applied. 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.

Photo/Video Release: By registering for this event, you grant HCCA, or anyone authorized by HCCA, the right to use or publish in print or electronic format, any photographs or video containing your image or likeness for educational, news, or promotional purposes, without compensation.

New Members: By selecting the Registration + First-Time Membership Offer, you agree to the full membership Terms and Conditions, including the use of your information, viewable at hcca-info.org/membership/tandc.

Healthcare Privacy Compliance Academies

Frequently Asked Questions

Where will my Academy take place?

Please see hotel locations on the next page.

What is included in the cost of my attendance?

Access to the sessions, supplemental conference materials, and networking opportunities. You will also enjoy complimentary continental breakfasts, lunches, and snacks with the other attendees.

As an attendee you will also receive 1-year online access to *Health Care Privacy Compliance Handbook, 3rd Edition* via COSMOS®, available for access on the first day of the Academy.

What COVID-19 safety precautions will be implemented?

HCCA considers the health and safety of all those at in-person programs a top priority. Although participants should recognize that there is risk involved in attending, HCCA will follow the safety recommendations/guidelines provided by the CDC and other state and local government agencies in place at the time of the event. Additionally, HCCA will follow the venue requirements and work with the venue to provide a safe and enjoyable environment for all participants.

Can I see what sessions will be presented before I arrive on-site?

Yes, program information is posted on the conference website.

Will I receive a recording of this conference?

No. Registered attendees must participate in this event in real time as recordings are not available for any missed sessions. No audio or video recording by attendees is allowed.

Is there a group discount—if so, what is it?

Yes, we offer discounts for groups of three or more from the same organization for all our live in-person and virtual events (excluding webinars). Please send all group registration forms together to helpteam@hcca-info.org for processing. 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. For groups of 10 or more, please call +1 952.988.0141 or 888.580.8373 or email helpteam@hcca-info.org.

What do I get with “Registration + First Time Membership?”

If you've never been an HCCA member, you can register as a First-Time Member. This gives you HCCA membership at a discounted rate for your first year. You also receive the member rate for the conference. As a member you receive all HCCA member benefits (discounts, *Compliance Today*® monthly magazine, *Ethikos*® digital quarterly newsletter, member-exclusive webinars, and more). A full list of benefits can be viewed at hcca-info.org/membership. Your membership will begin once payment is received.

How do I use the credit on my account for this event?

You can complete the registration online and select the “Invoice Me” payment option at checkout. Once you receive your confirmation, email helpteam@hcca-info.org or call 952.988.0141 or 888.580.8373 to request your credit be applied toward the registration fee.

Can I get the member rate if I am an SCCE member instead of HCCA or vice versa?

Yes. As a member of SCCE or HCCA, you can receive the membership discount for both organizations' conferences; however, this cannot be done online. Please send your registration form via email to helpteam@hcca-info.org to complete your registration.

How can I cancel my registration?

If you need to cancel your participation (or send a substitute), your request must be submitted by email to helpteam@hcca-info.org. A conference credit will be issued for all registration fees paid (minus a \$250 cancellation fee if cancelled within 7 days of the start of the Academy) 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. If sending a substitute, an additional fee may apply depending upon the membership status of the substitute.

Who can I notify of special needs or concerns prior to the conference?

Please call HCCA at +1 952.988.0141 or 888.580.8373 or email helpteam@hcca-info.org if you have a special need and/or require an accommodation to participate.

Continuing Education

Can I earn continuing education units (CEUs) for attending this Academy?

Yes. This Academy offers live Compliance Certification Board (CCB)® continuing education units (CEUs) for participation as well as other external credit types.

To see the most up-to-date CEU approval information, go to HCCA's website, hcca-info.org/conferences/academies. Select your Academy and choose the Continuing Education option on the left-hand menu.

How many CEUs will I earn from attending?

CEUs are assessed based on actual attendance and credit type requested. Should the overall number of education hours you attend or that the Academy offers decrease or increase, the maximum number of CEUs available will be changed accordingly.

How do I request CEUs following this Academy?

While on-site at this Academy, you will be provided the Application for Continuing Education Units (CEUs). To receive CEUs, you must submit this completed application following the Academy to ccb@compliancecertification.org. Only registered attendees are eligible to request CEUs for participation.

When will I receive my CEU certificate for participation?

Once your completed Application for Continuing Education Units (CEUs) has been received by our staff, your CEU account will be updated within 2–4 weeks. To view your CCB CEUs and access your certificate, you can log in to your hcca-info.org account, go to your Account Dashboard, and scroll down to View My CEUs.

I would like to sit for one of the Compliance Certification Board (CCB)® exams offered on the last day of this Academy; will I qualify?

While this Academy, if attended in full, can provide you with all the CEUs you need to meet the continuing education requirement, you will also need to review the applicable Candidate Handbook found at hcca-info.org/candidate-handbooks to ensure you meet the work experience requirement.

I have reviewed the Candidate Handbook and want to apply for the exam; what's next?

If you want to sit for the exam offered on the last day of the Academy and have reviewed your Candidate Handbook, you can go ahead and apply online for your exam at hcca-info.org/apply-exam. You must be registered for the Academy first before you can apply to sit for the exam offered on-site.

I would like to sit for the exam, but not on-site at the Academy. Can I take my exam remotely at another time?

Yes, CCB offers the flexibility for candidates to take their exam remotely, at a local testing site, or following certain HCCA conferences. To learn more about our various testing options, visit HCCA's website, hcca-info.org/exam-information.

I have more questions about exams and seeking certification; who can help me?

For more questions about CCB certifications, call to speak to a Certification Specialist at 952.988.0141 or 888.580.8373 or email ccb@compliancecertification.org.

Healthcare Privacy Compliance Academies

Hotel and Academy Locations

Healthcare Privacy 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.

PLEASE NOTE: 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 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 HCCA at 952.988.0141 or 888.580.8373.

July 19–22, 2021 • Jersey City, NJ

Hyatt Regency Jersey City on The Hudson
2 Exchange Place, Jersey City, NJ 07302

A reduced rate of \$189 per night (plus applicable taxes and fees) for single/double occupancy has been arranged. To make a reservation, visit bit.ly/071921jersey or call 888.591.1234 and mention the group code "G-HCCA". All reservations must be guaranteed by a first night room deposit or a valid credit card. The cutoff date to receive this discounted rate is July 6, 2021 or when the group block is full, whichever comes first. After the cutoff date, it is at Hotel's discretion whether to accept additional reservations, which will be subject to prevailing rates and availability. For those who wish to extend their stay, sleeping room rates are available three days before and after the academy, based on availability.

August 2–5, 2021 • Seattle, WA

The Westin Seattle
1900 5th Avenue, Seattle, WA 98101

A reduced rate of \$239 per night (plus applicable taxes; currently 15.6%; subject to change) for single/double occupancy has been arranged. To make a reservation, visit bit.ly/080221seattle or call 800.937.8461 and ask for the "HCCA" group rate. All reservations must be guaranteed by a first night room deposit or a valid credit card. The cutoff date to receive this discounted rate is Friday, July 16, 2021 or when the group block is full, whichever comes first. Confirmation of rooms after the cutoff date will only be accepted based on availability and at Hotel's prevailing rates. For those who wish to extend their stay, sleeping room rates are available three days before and three days after the academy, based on availability.

September 27–30, 2021 • Austin, TX

Hyatt Regency Austin
208 Barton Springs Road, Austin, TX 78704

A reduced rate of \$149 per night (plus applicable taxes; currently 17%, subject to change; plus a \$2.36 Texas recovery charge) for single/double occupancy has been arranged. To make a reservation, visit bit.ly/092721austinNEW or call 512.477.1234 and ask for the "HCCA Academy" group rate. All reservations must be guaranteed by a first night room deposit or a valid credit card. You may cancel your reservation for no charge three days prior to arrival. Please note that Hotel will assess a fee of one night's room and tax if you cancel after this deadline. The cutoff date to receive this discounted rate is Friday, September 3, 2021 or when the group block is full, whichever comes first. After the cutoff date, it is at Hotel's discretion whether to accept additional reservations, which will be subject to prevailing rates and availability. For those who wish to extend their stay, sleeping room rates are available three days before the academy, based on availability.



GROW YOUR HEALTHCARE COMPLIANCE CAREER WITH

HCCA MEMBERSHIP

EDUCATION | PROFESSIONAL GROWTH
CCB CERTIFICATION | NETWORKING