

2023 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

Orlando, FL • Jan 23–26

Phoenix, AZ • Mar 6–9

Chicago, IL • May 8–11

Washington, DC • Aug 21–24

San Francisco, CA • Oct 16–19

Orlando, FL • Dec 11–14

PLUS: 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/privacy-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 provides 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 events, the Healthcare Privacy Compliance Academy offers attendees a classroom-style, hands-on approach to learning that encourages small-group interactions and networking opportunities. Seats are limited to allow no more than 75 participants per Academy.

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* (a \$225 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 practices 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 our Academies and HCCA's other programs.

Our faculty



Angela Alton, CHPC
Vice President & Chief Privacy Officer,
City of Hope



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



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



Jeffrey Driver, JD, CHC, CHPC, CHRC, CCEP-I
Professor of Regulatory & Innovation
Sciences, Arizona State University



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 Board Member



Lisa Taylor, Esq., CCEP
Vice President & Chief Compliance Officer,
Ankura Consulting Group



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 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*)

8:30–8:45 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

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

12:00–1:00 PM

Lunch (*provided*)

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

2:45–4:30 PM

Conducting a Privacy Investigation

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

4:30–4:45 PM

Certified in Healthcare Privacy Compliance (CHPC®) Exam Information

TUESDAY

7:30–8:00 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

10:00–10:15 AM

Break

10:15–11:45 AM

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

11:45 AM–12:45 PM

Lunch (*provided*)

12:45–2:30 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

2:30–2:45 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

BAAs and Third Parties

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

5:00–6:00 PM

Networking Reception

WEDNESDAY

8:00–8:30 AM

Continental Breakfast *(provided)*

8:30–10:00 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

10:00–10:15 AM

Break

10:15 AM–12:00 PM

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

12:00–1:00 PM

Lunch *(provided)*

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 *(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 *(boxed lunch provided)*

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/apply-exam.

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.

*All sessions listed are basic education level.
(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"/>	January 23–26, 2023 • Orlando, FL
<input type="checkbox"/>	March 6–9, 2023 • Phoenix, AZ
<input type="checkbox"/>	May 8–11, 2023 • Chicago, IL
<input type="checkbox"/>	August 21–24, 2023 • Washington, DC
<input type="checkbox"/>	October 16–19, 2023 • San Francisco, CA
<input type="checkbox"/>	December 11–14, 2023 • Orlando, FL

Options

<input type="checkbox"/>	Member	\$2,750
<input type="checkbox"/>	Non-Member	\$3,250
<input type="checkbox"/>	Registration + First-Time Membership Offer*	\$2,975

*Save by joining today (first-time members only). Dues renew at \$325.

Group Discount

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

**See "Group Discount Policy" in Acknowledgements below.

TOTAL (TAX MAY APPLY) \$ _____

Dietary Needs Request (for in-person attendees only)

Gluten Free Kosher Certified Lactose Intolerant No Red Meat/Pork Nut Allergy
 Shellfish/Seafood Allergy Vegan Vegetarian 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:

Online Member Directory: HCCA's member directory lists first and last name, organization, title, address, and phone number.

SECTION 3 Payment

Online registration with credit card payment at hcca-info.org/privacy-academies

Mail a check to HCCA, 6462 City West Parkway, Eden Prairie, MN 55344 USA (contact HCCA for applicable tax and total)

To register with a check, wire transfer, or purchase order, or to pay with a credit card over the phone, please contact HCCA for an invoice with applicable taxes. Registration is not complete until full payment is received. Payments received with incorrect amounts will be returned. Due to PCI compliance, do not provide credit card information via email.

Email helpteam@hcca-info.org or call HCCA at 952.988.0141 or 888.580.8373.

Invoice me Purchase Order Number (attach PO) _____
 Wire transfer requested

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.

Registration Payment Terms: Tax may apply. Your registration is not complete until the full registration payment is received. Access to the event will not be allowed until all fees have been paid. HCCA reserves the right to cancel your registration if we do not receive payment by the start date of the event.

Cancellation Fee: A \$250 fee will be charged for any registration changed within 14 days of the start of an Academy.

Group Discount Policy: Registration for group discounts should be submitted online in one transaction. 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. If submitting via email or mail, registration forms (one for each participant) must be sent together to ensure the discount is applied.

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 a 1-year online subscription 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, and 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).

Registration for group discounts should be submitted online in one transaction. 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. If submitting via email or mail, registration forms (one for each participant) must be sent together to ensure the discount is applied.

For groups of 20 or more, please call 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.

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, but 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. Cancellations received less than 14 calendar days prior to an event start date are subject to a \$250 cancellation fee for Academies. No refunds will be given for cancellations received on or after the start date of the event.

Alternatively, you may choose to send a substitute attendee in your place up to two business days prior to the event date. 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 learn 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.

January 23–26, 2023 • Orlando, FL

Hilton Orlando Lake Buena Vista – Disney Springs® Area
1751 Hotel Plaza Boulevard, Lake Buena Vista, FL 32830

A reduced rate of \$232 per night with a reduced \$20 daily resort fee (plus applicable taxes; currently 12.5%; subject to change) for single/double occupancy has been arranged. To make reservations, visit bit.ly/012323orlando or call 407.827.4000 and ask for the Academy group rate. The cutoff date to receive the discounted rate is December 30, 2022 or when the group block is full, whichever comes first. After the cutoff date, reservations will be handled on a rate and availability basis. To confirm a sleeping room within the room block, the sleeping room must be secured with a valid credit card, along with a first night's deposit, refundable up to five (5) days in advance of individual arrival date. For those who wish to extend their stay, sleeping room rates are available three (3) days before and three (3) days after the Academy, subject to availability.

March 6–9, 2023 • Phoenix, AZ

Sheraton Phoenix Downtown
340 North 3rd Street, Phoenix, AZ 85004

A reduced rate of \$259 per night (plus applicable taxes and fees) for single/double occupancy has been arranged. To make reservations, visit bit.ly/030623phoenix or call 602.262.2500 and ask for the HCCA group rate. All reservations must be guaranteed and accompanied by a first night's deposit or a valid credit card. Any room cancellations 72 hours prior to the arrival date (or no-shows) will result in a penalty of one night's room plus tax. The cutoff date to receive this discounted rate is Monday, February 13, 2023 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 the hotel's prevailing rates. Discounted group rate may be applicable three (3) days pre/post arrival and departure dates, subject to availability.

May 8–11, 2023 • Chicago, IL

Radisson Blu Aqua Hotel
221 North Columbus Drive, Chicago, IL 60601

A reduced rate of \$289 per night (plus applicable taxes and fees) for single/double occupancy has been arranged. To make reservations, visit bit.ly/050823chicago or call 800.333.3333 and ask for the SCCE & HCCA Academy group rate. All reservations must be guaranteed and accompanied by a first night's deposit or a valid credit card. Any room cancellations 72 hours prior to the arrival date (or no-shows) will result in a penalty of one night's room plus tax. The cutoff date to receive this discounted rate is Friday, April 14, 2023 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 the hotel's prevailing rates. Discounted group rate may be applicable three (3) days pre/post arrival and departure dates, subject to availability.

August 21–24, 2023 • Washington, DC

JW Marriott Washington, DC
1331 Pennsylvania Avenue NW, Washington, DC 20004

A reduced rate of \$219 per night with a reduced \$20 daily resort fee (plus applicable taxes; currently 14.95%; subject to change) for single/double occupancy has been arranged. To make reservations, visit bit.ly/082123washington call 202.393.2000 and ask for the SCCE & HCCA Academy group rate. All reservations must be guaranteed and accompanied by a first night's deposit or a valid credit card. Any room cancellations 72 hours prior to the arrival date (or no-shows) will result in a penalty of one night's room plus tax. The cutoff date to receive this discounted rate is Sunday, July 30, 2023 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 the hotel's prevailing rates. Discounted group rate may be applicable three (3) days pre/post arrival and departure dates, subject to availability.

October 16–19, 2023 • San Francisco, CA

Grand Hyatt San Francisco
345 Stockton Street, San Francisco, CA 94108

A reduced rate of \$279 per night (plus applicable taxes; currently 16.445%) for single/double occupancy has been arranged. To make reservations, call 415.398.1234 and ask for the HCCA Academy group rate. All reservations must be guaranteed and accompanied by a first night's deposit or a valid credit card. Any room cancellations 72 hours prior to the arrival date (or no-shows) will result in a penalty of one night's room and tax. The cutoff date to receive this discounted rate is Sunday, September 24, 2023 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 the hotel's prevailing rates. Discounted group rate may be applicable three (3) days pre/post arrival and departure dates, subject to availability.

December 11–14, 2023 • Orlando, FL

Hilton Orlando Lake Buena Vista – Disney Springs® Area
1751 Hotel Plaza Boulevard, Lake Buena Vista, FL 32830

A reduced rate of \$209 per night with a reduced \$25 daily resort fee (plus applicable taxes; currently 12.5%; subject to change) for single/double occupancy has been arranged. To make reservations, visit bit.ly/121123orlando or call 407.827.4000 and ask for the Academy group rate. The cutoff date to receive the discounted rate is November 17, 2023 or when the group block is full, whichever comes first. After the cutoff date, reservations will be handled on a rate and availability basis. To confirm a sleeping room within the room block, the sleeping room must be secured with a valid credit card, along with a first night's deposit, refundable up to five (5) days in advance of individual arrival date. For those who wish to extend their stay, sleeping room rates are available three (3) days before and three (3) days after the Academy, subject to availability.