



## SIMPLIFYING COMPLIANCE

All-in-One Healthcare Compliance and  
Quality Improvement Solutions

# GET YOUR CLIENTS ON THE FAST TRACK TO HIPAA COMPLIANCE

Recent studies state that the cost of a healthcare breach is \$363 per record and the average total cost was \$5.9 million in 2014. HIPAA HITECH Express is an efficient way to deliver a comprehensive security & privacy compliance program to your valued clients. Help them achieve complete & auditable level of compliance fast while building core competency within your own organization.

### Increase Business

Healthcare is overwhelmed with regulations and seeks simplified, cost-effective solutions.

### Repeatable

Deliver a standardized value-added service, with the flexibility to tailor to organization and staff skills.

### Straightforward

4 efficient methodology stages: Assess, Assign, Analyze, Act, to a complete compliance program.

**Get in touch:**  
[info@qipsolutions.com](mailto:info@qipsolutions.com)  
(877) 452 5303

QI EXPRESS  
[WWW.QIPSOLUTIONS.COM](http://WWW.QIPSOLUTIONS.COM)

# HIPAA HITECH COMPLIANCE

## IN 4 EFFICIENT STAGES

Please answer the following questions based on your understanding of your organization's current security and privacy status. Your Yes or No answer determines what regulatory gap remediation and documentation actions are required.

Q01: Does your organization have a complete set of IT Security Policies? (Q01001)

Yes

No

### Help in answering the question.

Answer "Yes" only if you believe the policies completely and accurately cover the HIPAA requirements. If complete set of policies are not documented then you should answer "No". Answers can be changed. Why do we ask this question?

The success of your security program is critical to being compliant. It is not just a matter of audit readiness. By documenting your policies you are both clarifying your expectations to everyone involved in your organization, protecting your business from damage and reducing your liability in the event of a breach.

### What is required if the answer is no?

A policy implementation checklist will help you validate the answer and allow you to address any deficiencies. Documented policies must be readily available. HIPAA HITECH Express helps you store, organize and track all of your security documentation in one place. HIPAA HITECH Express also helps you create a schedule for periodic review the policies and procedures and identify when they are missing, out-of-date or ineffective.

### HIPAA Requirements

45 C.F.R. § 164.300 (a)(1)(i) Standard: Security management process. Implement policies and procedures to prevent, detect, contain, and correct security violations.

## Assess

**Guided Rapid Assessment** complete with supporting help, rationale, and regulatory references. Your compliance program begins by completing less than 50 unambiguous yes/no questions.

A list of all the Action items resulting from gaps or documentation requirements. Each should be assigned and scheduled. Actions can be expanded and selected to show detail of the procedures and tasks they contain.

Sort: Question ID • Status: All • Filter • Clear Filter • Print

| Q09 Adopt a PHI protection policy and implement procedures to encrypt and track mobile media   | In Progress | 1 | 8 |
|--|-------------|---|---|
| Q05 Implement security training program for all users of IT services   | Unassigned  | 2 | 7 |
| Q17 Document an acceptable use policy  | Unassigned  | 3 | 6 |
| Q03 Document patch procedure and patch status  | Unassigned  | 4 | 5 |
| Q26 Document policies and procedures for review of user access rights to PHI   | Unassigned  | 5 | 4 |
| Q11 Document that policies and procedures for on-boarding include positive identification and background check.  | Unassigned  | 6 | 3 |
| Q30 Document that security policies require a well-defined perimeter to your internal network and that the configuration of the perimeter devices (e.g. Firewall) restrict access from untrusted external users and devices. | Unassigned  | 7 | 2 |

## Assign

**Integrated Work Plan** creation to mitigate specified risks and complete required documentation. Manage your team via assignment of action and task delegation with integrated scheduling and e-mail notification.

Q01 Incomplete or non-compliant set of IT Security Policies Unassigned

Review Priority 8



Q02 The organization is missing a complete inventory of paper and/or electronic PHI for use in assessing and managing risk. Completed

Review Priority 8

Q09 The Organization must define one role with primary responsibility and accountability for security compliance. In Progress

Review Priority 8

Q05 Annual training is not performed and documented for all users of ePHI. Unassigned

Review Priority 7

## Analyze

**Prioritized Gap Analysis** of risks identified during the Assessment. Determine greatest risks using a 3x3 matrix of Risk, Cost, and Impact. Focus on greatest risk first.

### Policy

Acceptable Use Policy  
Business Associate Policy  
Incident Response Policy  
Malicious Software Policy  
PHI Privacy Protection Policy  
Password Policy  
Physical Security Policy  
Risk Management Policy  
Security and Privacy Roles Policy  
Vulnerability Assessment Policy  
Workforce Training Policy

Access Control Policy  
Contingency Planning Policy  
Information System Monitoring Policy  
Mobile Device and Media Security Policy  
PHI Protection Policy  
Perimeter, Remote Access and Wireless Security Policy  
Privacy Protection Policy  
Security and Privacy Management Policy  
Violations Sanctions Policy  
Workforce Security Policy

### Procedure

Access Control SOP  
Backup and Restore SOP  
Encryption SOP  
Mobile Configuration SOP  
Mobile Device and Media Security SOP  
Security Privacy Violations SOP  
Vulnerability Assessment SOP  
Workforce Security SOP

Application Configuration SOP  
Clearinghouse SOP  
Equipment Decommission SOP  
Mobile Device Configuration SOP  
Mobile Device and Media Security SOP  
Server Configuration SOP  
Wireless SOP  
Workstation Configuration SOP

## Act

**Centralized Library & Repository** providing easy access to pre-loaded customizable templates and uploading for secure, online retention; leading to a repeatable and manageable compliance program.

## EXPAND Opportunity

## INCREASE Productivity

## REDUCE Risk

Take advantage of our Rapid Risk Assessment, a standalone tool designed to quickly discover gaps in compliance and highlight priorities for remediation 'pull-through'.

Developed so each stage follows actively guided steps to drive maximum efficiency and accomplish more with less time and effort.

While mitigating a variety of risks is a core objective of your service, employing standardized methodology lowers exposure to the perils inherent to team projects.

Based in the Washington D.C. Metro Area, with partners nationwide, and drawing from deep professional experience in healthcare information technology and security, risk management, audit, and legal practice, QIP Solutions provides clear, cost-effective, and comprehensive solutions to healthcare compliance challenges.

