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A “How-To” “Hands-On”
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The HIPAA Privacy Compliance Resource Manual for Group Health Plans

What Makes This the Best HIPAA Privacy Resource for Your Organization?

- Written by Attorney John C. Gilliland. Practicing health law for over 30 years. You will receive his commentary to prompt your thinking and alert you to options.
- Over 75 answers to questions specific to group health plans.
- Written for legal “ease”. Laymen’s explanations of the rules and regulations to understand HIPAA Privacy terminology and requirements.
- **FREE CD-ROM.** Allowing you to download and customize the template policies, notice of privacy practices and forms.

What Plans Must Comply?

- A group health plan, insured or self-insured, must comply with the HIPAA privacy rule if it is one that provides medical, surgical, dental, vision, and/or hospital care benefits, and:
 1. It has 50 or more participants; or,
 2. It is administered by an entity other than the employer who established the plan (i.e., by a third party administrator).

This can include health flexible spending arrangements (FSAs) and/or cafeteria plans. It makes no difference whether the Plan does or does not transmit protected health information electronically.

An Introduction to the Privacy Rule

- Containing 21 chapters explaining the Privacy Rule, its requirements, and how to use the Manual.

Privacy Policies

- Template privacy policies cross-referenced to the specific section of the HIPAA Privacy Rule together with Mr. Gilliland’s comments for each section of the policies.
- Administrative Requirements for group health plans.
- General Rules for Use and Disclosure of Protected Health Information.
- Uses and Disclosures Requiring Written Authorization.
- Uses and Disclosures Requiring an Opportunity for the individual to Agree or Object.
- Uses and Disclosures Not Requiring Authorization or an Opportunity to Object.
- Other Requirements Relating to the Use and Disclosure of Protected Health Information.
- Rights to Request Privacy Protection for Protected Health Information.
- Access of Individuals to Protected Health Information.
- Amendment of Protected Health Information.
- Accounting of Disclosures of Protected Health Information.
- Definitions.

Notice of Privacy Practices

- Two template Notice of Privacy Practices Forms for You to Adapt to Your Plan - One to Use If It is Part of an Organized Health Care Arrangement, and One to Use If It is Not.

Forms

- 30 Appropriate Forms to Ease Compliance with the Privacy Rule’s Requirements - Adaptable to Your Plan’s Use.

The HIPAA Privacy Rule

- A consolidated copy of the HIPAA Privacy Rule, the HIPAA Security Rule, and HIPAA’s administrative requirements.

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