

Patient Education Department

Units 2B & 5A Are Top TIGR Winners!

By Carol Smith, BSN, RNC-NIC

December 14 saw the end of the TOP TIGR contest with more than 1300 videos viewed since October.

Congratulations to 2B and 5A as our unit winners and to their TOP TIGR representatives—Earlene Foster (2B), Bobbie Khabeer (2B), and Karen Suitt (5A).

Each of these units was treated to a pizza party and the representatives each received a \$50 gift card.

Thanks to everyone that participated in the contest and helped our patients and families understand and utilize the TIGR system.

Please continue to encourage the use of this important teaching tool. A current listing of video topics is available at the back

of this issue of the Capsule as well as in the Patient Education folder on the H: drive.

For further information, please call the Patient Education Department at (501) 686-8084.



HIPAA Hints

I See HIPAA Auditors! – The HIPAA Walkthrough

By Bill Dobbins, M.P.A. - Compliance Auditor and Educator

You can exhale now. It's not The Joint Commission and it's not the DHHS Office of Inspector General. It's your institutional audit staff from the UAMS HIPAA Office. Staff members Bill Dobbins and Kyla Alexander make regular "walkthroughs" of each campus location to observe how faculty and staff are safeguarding our patients' Protected Health Information (PHI).

What sort of things will the HIPAA Office staff look for?

We look for locked shredding bins and check waste baskets for PHI. We make sure unattended computers are locked or logged off. We check that patient documentation is properly safeguarded when in use or properly secured when not being used.

Will the HIPAA Office staff ask me any questions?

Yes. Clinic staff can be expected to be queried about the Notice of Privacy Practices workflow or how patients are identified when they call. Inpatient staff can expect to be asked questions about forms for patients who make restriction requests or ask to be

made "no info". Staff in non-clinical areas will be asked questions regarding faxing practices and what is the proper way to secure a PC when they leave for breaks or meetings. These are just the basics, but a great place to review and be prepared is the UAMS HIPAA web page located at <http://hipaa.uams.edu>. We have links to policies and educational materials to assist with your HIPAA horse sense.

Can I ask questions and provide suggestions?

Yes, the HIPAA walkthroughs are meant to be educational and informative for the UAMS workforce. Bill and Kyla are happy to answer any questions about your HIPAA concerns or needs. We also meet with unit managers to discuss ways to improve PHI safeguards and distribute educational materials. Employees who suggest a unique and effective approach to safeguarding PHI or are exemplary in keeping HIPAA best practices can win a meal certificate to Doc Java.

Have an idea for a HIPAA article or need further information? Contact the UAMS HIPAA Office at 603-1379 or by e-mail: hipaa@uams.edu.