HIPAA Privacy & Security Quiz

1. Unauthorized access is:
   a. Access/disclosure of information that an employee or physician does not have the job responsibility to access or share.
   b. Prohibited and against LMG policy and the HIPAA Privacy Rule.
   c. Looking at your neighbor’s medical record when you are not involved in his care and do not have written authorization from him.
   d. All of the above.

2. Dr. Jones, head of surgery, asks to see Kristi Smith’s chart. Dr. Jones is not Kristi’s physician but Kristi is his wife’s best friend and he wants to see how she is doing. What do you do?
   a. Give Dr. Jones the chart.
   b. Ask Dr. Jones for the appropriate written authorization to review Kristi’s chart.
   c. Tell Dr. Jones that he cannot see the chart since he is not the patient’s physician.
   d. Tell Dr. Jones you are too busy to get the chart.

3. Protected health information that should be kept confidential includes a patient’s:
   a. Diagnosis, procedures received, lab results
   b. Name, address, and social security number
   c. Medical information stored electronically (in i.e., Pulse, Allscripts, etc.)
   d. All of the above.

4. You enter a conference room for a meeting and notice that several reports with patient information are on the table. What do you do?
   a. Throw the reports in the trash.
   b. Leave the reports where you found them.
   c. Notify a cleaning crew member to come clean the room.
   d. If you can determine who left the reports, return the reports to them. Otherwise, give the reports to you supervisor.

5. A prominent politician is a patient at the facility where you work. Administration wants you to check his medical record to be sure his surgery was successful. Your job gives you access to everyone’s patient records. What should you do?
   a. Look at his medical records but don’t share any of the information.
   b. Look at the chart and share only information that is public knowledge.
   c. Explain that no one in healthcare should look at patient records unless involved in that patient’s care or has business responsibilities or written authorization from the patient or his or her representative.
6. You notice that someone has left a computer terminal used to enter orders while still logged on to the system. You leave it as is, thinking the person will return shortly. Later, a patient looks at what has been entered on the screen. Who is responsible for this breach of privacy?

   a. You. You should have protected the information from being disclosed.
   b. The person who left the terminal while still logged on.
   c. All of the above.

7. Discussions about patients or patient information in public areas, such as the cafeteria, may be overheard by unauthorized listeners and may violate the patient’s right to privacy.

   a. True
   b. False

8. You overhear a fellow employee telling someone over the phone about one of the patients in your area. You believe the other person on the phone is the employee’s sister. What do you do?

   a. Report your suspicions to your supervisor.
   b. Report your suspicions to the privacy director of your facility.
   c. Tell the patient about what you overheard.
   d. a. or b.

9. James Rose, a patient in your care, has had a bad reaction to his medication. You try to reach Dr. Jones, his physician, for instructions. You find out that the doctor is at his health club. You call there and get the receptionist. What should you do?

   a. Tell the receptionist to tell Dr. Jones that Mr. Rose has had an adverse reaction and to call you back immediately.
   b. Have the receptionist page Dr. Jones to the phone.
   c. Tell the receptionist to ask Dr. Jones to call you back immediately.
   d. b. or c.

10. You are logging into your computer first thing Monday morning. You enter your password but get a message that your log-in failed. You try again and it doesn’t work. You are positive that you are using the correct password. What do you do?

    a. Notify the Help Desk or your computer support of your problem so that they can research the problem.
    b. Since your can’t work on your computer, take this opportunity to clear out your inbox.
    c. Ask your coworker, Susie, to let you use her logon ID and password.
    d. Find a computer that someone else is already logged into and work from that computer.
11. It is not appropriate for me to access or use patient protected health information:

   a. When treating a patient or billing for services provided to a patient.
   b. To perform my job responsibilities.
   c. To find out about my friend’s condition after seeing her in the waiting area of a practice.

12. When storing sensitive information on laptops and mobile devices you should:

   a. Only do it sparingly.
   b. Not do it at all.
   c. Use encryption if you must store or transmit sensitive information.
   d. Only store it on Blackberries or PDAs not laptops.
   e. b. or c.
Answers

1. d. All of the above
Unauthorized access is accessing information for which you do not have a job responsibility to access or share.

2. b. Ask Dr. Jones for the appropriate written authorization to review Kristi’s chart
Only individuals who are involved in a patient’s payment, treatment, or healthcare operations or have written authorization from the patient may access information on the patient.

3. d. All of the above
Protected health information is individually identifiable health information in any form (paper, electronic, oral) that is transmitted and/or stored by a covered entity or business associate.

4. d. If you can determine who left the report, return the reports to them. Otherwise, give the reports to your supervisor
Papers that contain patient information should not be left unattended.

5. c. Explain that no one in healthcare should look at patient records unless involved in that patient’s care or has business responsibilities or written authorization from the patient or his or her representative
Only individuals who are involved in a patient’s payment, treatment, or healthcare operations or have written authorization from the patient may access information on the patient.

6. c. All of the above
All LMG workforce (employees, medical staff, students, volunteers, vendors, and contractors) are responsible for compliance, including HIPAA Privacy Rule compliance.

7. a. True
Individuals should take reasonable precautions and avoid having discussions about patients or patient information in public areas. The best locations would be areas of LMG where a private conversation cannot be overheard by other patients, non-staff personnel, vendors, etc.

8. d. a. or b.
All LMG workforce (employees, medical staff, students, volunteers, vendors, and contractors) are responsible for compliance, including HIPAA Privacy Rule compliance, and concerns must be reported.

9. d. b. or c.
Individuals have a responsibility to provide the minimum necessary information to accomplish the task unless for treatment purposes. In this scenario, the receptionist does not need to know about Mr. Rose’s condition.

10. a. Notify the Help Desk or your computer support of your problem so that they can research the problem
Technology Services should be notified of a log-in error to identify the problem and investigate for a possible breach.
11. c. **To find out about my friend’s condition after seeing her in the Clinic waiting area**
   Only individuals who are involved in a patient’s payment, treatment, or healthcare operations or have written authorization from the patient may access information on the patient.

12. e. **b. or c.**
   LMG information security policy states that sensitive electronic information should only be stored on laptops or mobile devices if it is encrypted.