

Lewis Creek Systems, LLC

HIPAA Security Seminars and Training Services

Lewis Creek Systems provides a variety of seminars and training services for HIPAA compliance. These services can be delivered as described below or customized for your group. Other topics are available – let us know your needs and we can customize our programs for you. **For more information**, please contact Steven Schaffer, Business Development Manager, at 203-254-1774.

Preparing for Compliance with the HIPAA Security Rule

This one-hour seminar is a great way to help focus your HIPAA Security compliance team and get everyone (such as IS Department, Security Officer, Privacy Officer, Compliance Officer, and others) on the same page about the work that needs to be done. The presentation includes:

- ❖ Security Rule major concepts and overview, and details of all sections of the Security Rule.
- ❖ Risk Assessment Principles and Practice, based on Federal guidelines.

- ❖ Planning your Security Compliance effort – and it *will* take planning.
- ❖ Next steps to take, to ensure compliance.

This introductory seminar is presented at no charge or obligation to qualified parties.

This seminar provides real value and information that will be appreciated by your HIPAA compliance team – it is *not* a sales presentation. Sample presentation material is available upon request.

Information Flow Analysis and Risk Analysis

The first step in compliance is the information flow analysis (IFA) and Risk Analysis (RA) necessary to understand any security deficiencies. This four-hour seminar includes the following topics:

- ❖ Preparing for IFA: Collecting existing information and preparing questionnaires.
- ❖ Interviewing to Understand IFA: How to get the information you need to understand the flow.
- ❖ Drawing the Information Flow Diagram to show potential security risks.

- ❖ Risk Assessment Process Overview: The NIST process cited in the HIPAA Security Rule.
- ❖ Typical Threats, Vulnerabilities, and Controls
- ❖ Determination of Likelihoods, Impacts, and Risk Levels
- ❖ Recommendations and Documentation

This seminar includes sample lists, templates, and questionnaires to be used in analysis. Attendees will be ready to start their analyses and assessments right away.

Workforce Security and Awareness Training

The Security Rule calls for security awareness and training for **all** members of your workforce, including management.

Lewis Creek Systems has prepared Information Security Training Materials that can help you deliver the required security training under HIPAA regulations. The materials consist of two documents, the training administrator's edition and the user's edition.

- ❖ The Training Administrator's Edition (35 pages in total) includes:
 - ◆ Instructions on how to establish and conduct a HIPAA Security Training Program
 - ◆ List of the training modules in the user edition and the intended audiences for each module
 - ◆ 20-question Quiz with answer guide
 - ◆ An 11-page Glossary

- ❖ The User's Edition (79 pages in total) includes:
 - ◆ 22 training modules on everything from passwords to physical security, encryption to remote access
 - ◆ An 11-page glossary

The materials are supplied as Microsoft Word documents so they can be easily customized to match your own policies and procedures, or reformatted. Sample materials are available.

Lewis Creek Systems can provide training materials for you to use as-is or customize yourself to match your own policies and procedures.

Lewis Creek Systems can also develop customized awareness and training materials for you, and/or professionally deliver training to your workforce in live or recorded training sessions.