

Operations, Information Technology, and Facilities

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Quarterly Report
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HIPAA Security Risk Analysis

- Conduct an accurate and thorough assessment of the potential risks and vulnerabilities to the confidentiality, integrity, and availability of electronic protected health information held by the [organization].
- The frequency of performance will vary among covered entities. Some covered entities may perform these processes annually or as needed (e.g., bi-annual or every 3 years) depending on circumstances of their environment.



Electronic Personal Health Information or ePHI

Data in Transmission and Storage



Security Standards

- **Administrative safeguards:** In general, these are the administrative functions that should be implemented to meet the security standards. These include assignment or delegation of security responsibility to an individual and security training requirements.
 - All policies and procedures have been reviewed and updated.
 - We need to develop a communication plan and disclosure plan for times we release information that is not part of our regular treatment, payment, and operations. Currently, we don't have this situation.

Physical safeguards: In general, these are the mechanisms required to protect electronic systems, equipment and the data they hold, from threats, environmental hazards and unauthorized intrusion. They include restricting access to EPHI and retaining off site computer backups.



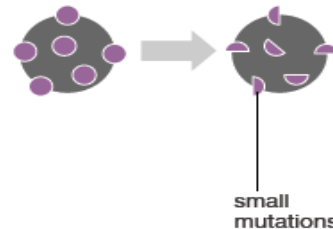
Technical safeguards: In general, these are primarily the automated processes used to protect data and control access to data. They include using authentication controls to verify that the person signing onto a computer is authorized to access that EPHI, or encrypting and decrypting data as it is being stored and/or transmitted.



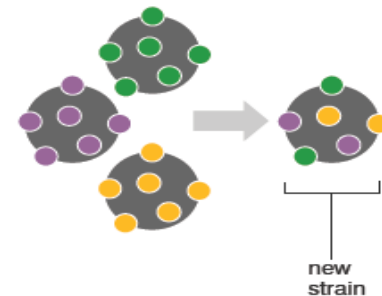
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Mutation
Antigenic drift



Antigenic shift



Sites with ePHI

- TCC
- Both Pharmacies
- Admin
- McCormick – X-ray

Summary

- With the new system change, we will be working to do the following:
 - 90 day domain password change
 - Encrypt data transmitted across the network
 - Update policies and procedures
- Develop spreadsheet to document looking at logs
- Work on better securing and backing up PIMS and X-Ray.



New computer system

We have begun the setup and implementation phase.

Facilities

- Updates in Calhoun Fall are complete.
- New facility person.

Operations

- Family Medicine and Pediatrics
 - EHR, EHR, EHR
 - PM, PM, PM

Pediatrics

- New patients for 2018
 - TCC - 515 new born & 554 transferred in – Total 1,069
 - HomeTown – 146 new born & 226 transferred in – Total 372
- Transfer out for 2018
 - TCC – 301 (with 22 >18, 100 local, 179 out of county)
 - HomeTown – 134 (with 2 >18, 58 local, 74 out of county)