HEALTHCARE SCIENCE

COURSE: 25.552 Applications of Therapeutic Services

UNIT: 4.1 Information Technology Applications

✅ INTRODUCTION

Annotation:

In this unit students will apply the HIPAA guidelines in answering specific questions regarding the sharing of protected health information in various situations. Students will be assigned to research the HIPAA guideline that applies to teacher selected questions or teacher generated scenarios. This will require use of technology.

Grade(s):

X	9th
X	10th
X	11th
X	12th

Time:

Three 50 minute periods

Author:

Phyllis Dumas

Additional Author(s):

Students with Disabilities:

For students with disabilities, the instructor should refer to the student's IEP to be sure that the accommodations specified are being provided. Instructors should also familiarize themselves with the provisions of Behavior Intervention Plans that may be part of a student's IEP. Frequent consultation with a student's special education instructor will be beneficial in providing appropriate differentiation.

FOCUS STANDARDS

GPS Focus Standards:

HS-ATS-6:

The student will analyze appropriate information technology tool(s) for information collection and their regulatory guidelines for collecting data and maintaining client health care records.

    a. Analyze the Health Insurance Portability and Accountability Act (HIPAA).

    b. Evaluate the Health Insurance Portability and Accountability Act (HIPAA).

CTAE-FS-5

    Information Technology Applications: Learners use multiple information technology devices to access, organize process, transmit, and communicate information

GPS Academic Standards:

National / Local Standards / Industry / ISTE:

UNDERSTANDINGS & GOALS

Enduring Understandings:
- The importance of HIPAA within the healthcare delivery system
- The importance of adhering to HIPAA guidelines in using technology to manage resident/patient/ client protected health information.

Essential Questions:
- How can protected health information management be impacted by technology?
- How do HIPAA guidelines on using technology help protect the management of protected health information of a resident/ patient/client?

Knowledge from this Unit:
- HIPAA is the act of confidentiality, but OSHA enforces the Act
- The importance of keeping resident/ patient/client information confidential
- How to maintain confidentiality of protected health information when using technology

Skills from this Unit:

- Verbalizes purpose of the HIPAA
- Identify the main components of the Health Insurance Portability and Accountability Act (HIPAA)
- Identify guidelines for computer documentation, use of electronic communication devices for sharing protected health information, and maintaining client/patient confidentiality

ASSESSMENT(S)

Assessment Method Type:

	Pre-test
X	Objective assessment - multiple-choice, true- false, etc.
	_X_ Quizzes/Tests
	__ Unit test
	Group project
	Individual project
	Self-assessment - May include practice quizzes, games, simulations, checklists, etc.
	__ Self-check rubrics
	__ Self-check during writing/planning process
	__ Journal reflections on concepts, personal experiences and impact on one's life
	__ Reflect on evaluations of work from teachers, business partners, and competition judges
	__ Academic prompts
	__ Practice quizzes/tests
X	Subjective assessment/Informal observations
	_X_ Essay tests
	__ Observe students working with partners
	__ Observe students role playing
	Peer-assessment
	__ Peer editing & commentary of products/projects/presentations using rubrics
	__ Peer editing and/or critiquing
	Dialogue and Discussion
	__ Student/teacher conferences
	__ Partner and small group discussions
	__ Whole group discussions
	__ Interaction with/feedback from community members/speakers and business partners
	Constructed Responses
	__ Chart good reading/writing/listening/speaking habits
	__ Application of skills to real-life situations/scenarios
	Post-test

Assessment(s) Title:

Top 15 Privacy Concerns

Students can also be asked to respond to an essay question by using the essential questions?

Assessment(s) Description/Directions:

This is a HIPAA online true/false quiz which is scenario based at it is a great example of a way to evaluate the students understanding of HIPAA. It uses patient, physician and hospital scenarios.
http://www.regreform.hhs.gov/hipaaquiz_0204171/sld001.htm HIPAA quiz

Attachments for Assessment(s):

LEARNING EXPERIENCES

Sequence of Instruction

1. Identify the Standards. Standards should be posted in the classroom for each lesson.

HS-ATS-6: The student will analyze appropriate information technology tool(s) for information collection and their regulatory guidelines for collecting data and maintaining client health care records.

        c. Analyze the Health Insurance Portability and Accountability Act (HIPAA).

        d. Evaluate the Health Insurance Portability and Accountability Act (HIPAA).

CTAE-FS-5 Information Technology Applications: Learners use multiple information technology devices to access, organize process, transmit, and communicate information

2. Review Essential Questions.

- How can protected health information management be impacted by technology?
- How do HIPAA guidelines on using technology help protect the management of protected health information of a resident/ patient/client?

3. Identify and review the unit vocabulary.

4. Assessment Activity.

    a) Introduce the lesson by asking students to respond to a scenario in which an email was sent to the wrong person regarding a resident's lab results. Ask them how they would handle it if they were the resident? If they were the person who sent the email?

    b) Write the letters on the board- HIPAA-Ask them what the letters mean.

    c) Ask them to complete a KWL on HIPAA and technology. (Sample form attached)

    d) Invite them to share what they know.

    e) Briefly review HIPAA with them.

    f) Discuss how technology is used to maintain and communicate protected health information. Discuss the use of computers by staff document information, use of FAX machines, discuss If their knowledge is limited, you may what to use the HIPAA research activity from Introduction to Healthcare Science in which students research the various components of the HIPAA guidelines as a review. If so allow additional time for this lesson

g) Below is the activity if you choose to use it, you may want to select a FAQ from each of the categories listed below and have students briefly report on that aspect of HIPAA and answer the question from the website. Change the questions into true or false statements and have them support their answer through their research of the topic.

h) Have students make a large summary chart to be posted in the class in which dos and don'ts in the use of technology for protected health information is emphasized.(sample form attached)

i) Complete unit by having students take the quiz listed in the assessment or make your own.

Research the HIPAA at the following website http://www.hhs.gov/ocr/hipaa/privacy.html

Review and summarize your assigned section of HIPAA and be prepared to discuss your assigned section with the group

- Incidental Uses and Disclosures
- Minimum Necessary
- Personal Representatives
- Business Associates
- Uses and Disclosures for Treatment, Payment, and Health Care Operations
- Marketing
- Public Health
- Research
- Workers' Compensation Laws
- Notice
- Government Access

j) In the summary section specific information is provided regarding electronic protected health information http://www.hhs.gov/ocr/combinedregtext.pdf which can be reviewed with students or used to generate questions. This may require some interpretation.

THIS IS A SAMPLE QUESTION

HTTP://WWW.HHS.GOV/HIPAAFAQ/PERMITTED/EMERGENCY/960.HTML

Can health care information be shared in a severe disaster?

Answer:

Providers and health plans covered by the HIPAA Privacy Rule can share patient information in all of the following ways:

TREATMENT: Health care providers can share patient information as necessary to provide treatment.

Treatment includes:

- sharing information with other providers (including hospitals and clinics),
- referring patients for treatment (including linking patients with available providers in areas where the patients have relocated), and
- coordinating patient care with others (such as emergency relief workers or others that can help in finding patients appropriate health services).

Providers can also share patient information to the extent necessary to seek payment for these health care services.

NOTIFICATION: Health care providers can share patient information as necessary to identify, locate, and notify family members, guardians, or anyone else responsible for the individual's care of the individual's location, general condition, or death.

The health care provider should get verbal permission from individuals, when possible; but if the individual is incapacitated or not available, providers may share information for these purposes if, in their professional judgment, doing so is in the patient's best interest.

- Thus, when necessary, the hospital may notify the police, the press, or the public at large to the extent necessary to help locate, identify, or otherwise notify family members and others as to the location and general condition of their loved ones.
- In addition, when a health care provider is sharing information with disaster relief organizations that, like the American Red Cross, are authorized by law or by their charters to assist in disaster relief efforts, it is unnecessary to obtain a patient's permission to share the information if doing so would interfere with the organization's ability to respond to the emergency.

IMMINENT DANGER: Providers can share patient information with anyone as necessary to prevent or lessen a serious and imminent threat to the health and safety of a person or the public -- consistent with applicable law and the provider's standards of ethical conduct.

FACILITY DIRECTORY: Health care facilities maintaining a directory of patients can tell people who call or ask about individuals whether the individual is at the facility, their location in the facility, and general condition.

Of course, the HIPAA Privacy Rule does not apply to disclosures if they are not made by entities covered by the Privacy Rule. Thus, for instance, the HIPAA Privacy Rule does not restrict the American Red Cross from sharing patient information.

THIS IS A LIST OF SAMPLE FAQ'S AVAILABLE AT THE HIPAA WEBSITE THAT CAN BE USED AS A QUESTION OF THE DAY OR INCORPORATED IN THE LESSON OR TO DEVELOP SCENARIOS FOUND AT

HTTP://WWW.HHS.GOV/HIPAAFAQ/USE/INDEX.HTML

- What is the difference between "consent" and "authorization" under the HIPAA Privacy Rule?
- May a covered entity use or disclose a patient's entire medical record based on the patient's signed Authorization?
- Does the Privacy Rule permit a covered entity to use or disclose protected health information pursuant to an Authorization form that was prepared by a third party?
- May a valid Authorization list categories of persons who may use or disclose protected health information, without naming specific individuals or entities?
- Can an individual revoke his or her Authorization?
- Is a copy, facsimile, or electronically transmitted version of a signed Authorization valid under the Privacy Rule?
- Must an Authorization include an expiration date?
- May a covered entity disclose protected health information specified in an Authorization, even if that information was created after the Authorization was signed?
- Does the Privacy Rule require that an Authorization be notarized or include a witness signature?
- Can an Authorization be used together with other written instructions from the intended recipient of the information?
- Can a physician's office FAX patient medical information to another physician's office?

Attachments for Learning Experiences:

Notes & Reflections:

If students were exposed to the HIPAA website in the Introduction to Healthcare Science course, they will go a step further in the depth of understanding of the significance of HIPAA by researching specific information and applying the information learned. If they have not visited the website, additional time may be needed to complete the assignment including discussing findings after research. Students will need to use the internet the first day and prepare to present in an informal discussion on day 2. You may want to show the whole group how to navigate through the website.

CULMINATING PERFORMANCE TASK (Optional)

Culminating Unit Performance Task Title:

Culminating Unit Performance Task Description/Directions/Differentiated Instruction:

Attachments for Culminating Performance Task:

UNIT RESOURCES

Web Resources:

http://www.regreform.hhs.gov/hipaaquiz_0204171/sld001.htm HIPAA quiz

Attachment(s):

Materials & Equipment:

- Computer/internet access
- HIPAA Guidelines and FAQs available online at site below
- KWL chart
- HIPAA DO'S AND DON'TS CHAT
- Quiz if desired

What 21st Century Technology was used in this unit:

	Slide Show Software		Graphing Software		Audio File(s)
	Interactive Whiteboard		Calculator		Graphic Organizer
	Student Response System		Desktop Publishing		Image File(s)
	Web Design Software		Blog		Video
	Animation Software		Wiki		Electronic Game or Puzzle Maker
	Email	X	Website		