

Design Document

HIPAA Privacy Protection

<i>Business Purpose</i>	<ul style="list-style-type: none">● Management at Avery Medical Center has noted an increase in HIPAA violations, which have resulted in an increase in fines.● An increase in staffing at the facility and turnover of in-the-field staff may have caused an increase in HIPAA violations.● The goal of this training is to improve employee awareness and reduce HIPAA violations by 15%.
<i>Target Audience</i>	<ul style="list-style-type: none">● All new hires with access to protected health information.● Annual compliance training for current staff within the medical environment with access to private health information.
<i>Training Time</i>	<ul style="list-style-type: none">● The seat time for this training is approximately 25 minutes, delivered in one session.
<i>Training Recommendation</i>	<ul style="list-style-type: none">● The recommended delivery method for this training is one interactive eLearning course. This recommendation is based on the following consideration(s):<ul style="list-style-type: none">○ The targeted audience is a distributed workforce across multiple locations and different shifts.○ An eLearning course ensures consistency and eliminates the need for traveling
<i>Deliverables</i>	<ul style="list-style-type: none">● 1 Asynchronous eLearning course<ul style="list-style-type: none">○ Developed in Articulate Storyline○ Includes voice-over narration○ 2 Knowledge checks○ 1 Final graded assessment● Storyboard
<i>Learning Objectives</i>	<ul style="list-style-type: none">● By the end of this course, learners will be able to:<ul style="list-style-type: none">○ Explain what HIPAA is○ List 3 entities responsible for complying with HIPAA○ Identify examples of protected health information○ Recognize when protected health information can be shared
<i>Training Outline</i>	<ul style="list-style-type: none">● Introduction<ul style="list-style-type: none">○ Welcome○ General course overview○ Target audience● Navigation<ul style="list-style-type: none">○ Guide on how to navigate through the learning module● Learning Objectives

	<p>What is HIPAA</p> <ul style="list-style-type: none"> • HIPAA defined • Knowledge Check <ul style="list-style-type: none"> ○ ungraded <p>Examples of PHI</p> <ul style="list-style-type: none"> • Who is responsible for protecting PHI • Best practices • Knowledge Check <ul style="list-style-type: none"> ○ ungraded <p>When to share PHI</p> <ul style="list-style-type: none"> • Penalties for HIPAA violations <p>Action- graded</p> <ul style="list-style-type: none"> • Quiz results
<p><i>Assessment Plan</i></p>	<ul style="list-style-type: none"> • Graded assessment <ul style="list-style-type: none"> ○ 5 questions, a score of 80% is required to pass ○ Based on learning objectives ○ the learner is allowed unlimited attempts to pass the quiz

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