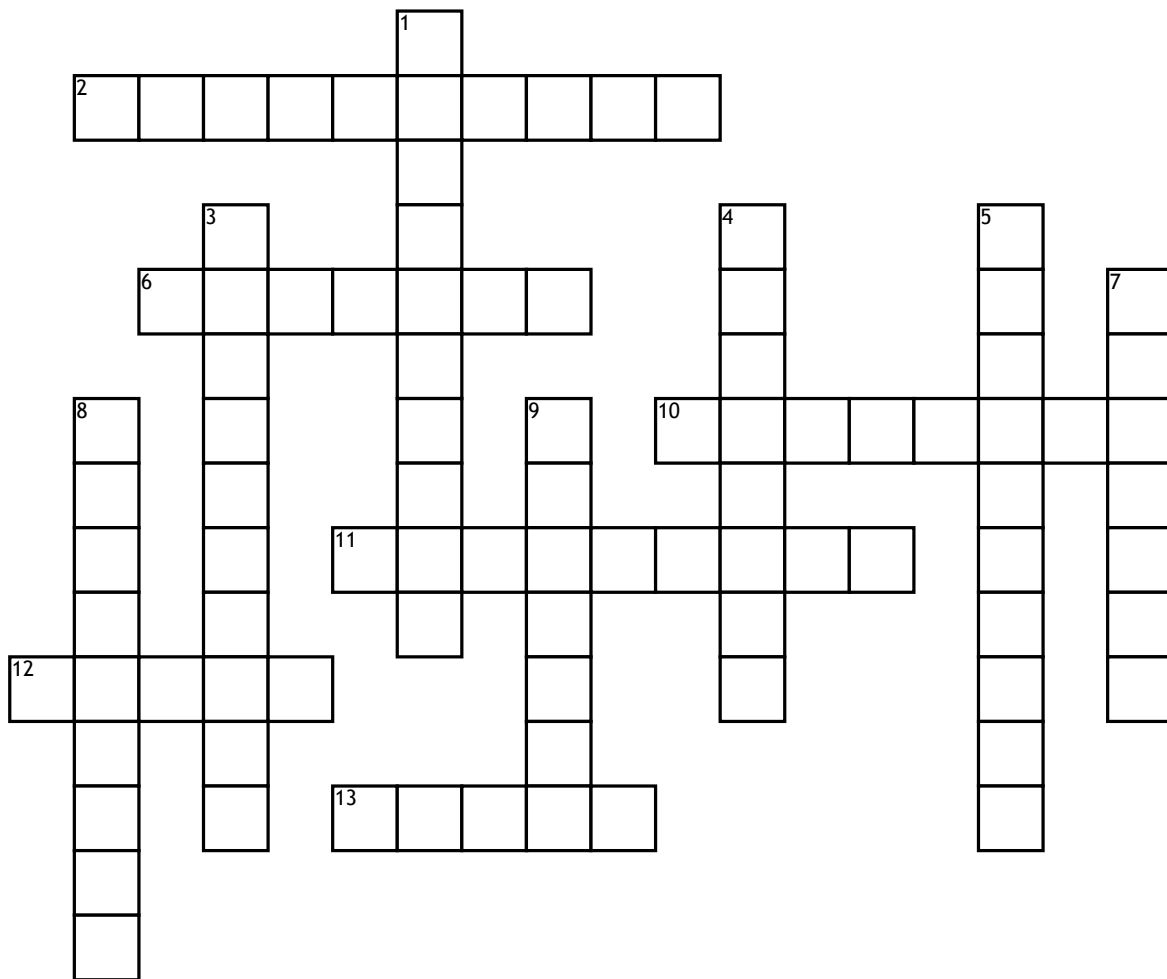


Name: \_\_\_\_\_

Date: \_\_\_\_\_

# HIPAA Policy Training Crossword Puzzle



### Across

- 2. When emailing PHI, it should be sent in an \_\_\_\_\_, never in the body or subject line.
- 6. Employees should never \_\_\_\_\_ personal mobile devices or portable media to secure County equipment.
- 10. Our current DPH Privacy Officer is Ken \_\_\_\_\_.
- 11. If you need to send PHI via email to someone outside of the County, the email must be \_\_\_\_\_.

- 12. Documents containing PHI must \_\_\_\_\_ be placed in a trash can.
- 13. Every CCS employee is required to wear their employee identification \_\_\_\_\_ to identify them as a CCS employee and grant them physical access to non-public work areas.

### Down

- 1. All DPH forms, policies and standard practices can be found on \_\_\_\_\_.
- 3. When sending PHI via fax, you must always use a DPH \_\_\_\_\_, which includes a confidentiality statement.

- 4. All Visitors must sign-in at the front desk and be \_\_\_\_\_ in secure areas where confidential information is held.
- 5. Employees should never leave PHI \_\_\_\_\_.
- 7. Staff may only access the \_\_\_\_\_ necessary information required to complete their assigned work duties.
- 8. The "P" in PHI stands for \_\_\_\_\_.
- 9. HIPAA security and privacy applies to everyone \_\_\_\_\_ in the facility.