



# HIPAA All-In-One The Agent & Broker Compliance Toolkit

Understanding the new privacy and security rules of the Health Insurance Portability and Accountability Act (HIPAA) is going to be challenging to most employers and group health plan administrators. In addition, many may even see it as burdensome. However, except in specified situations, compliance is not an option..

Insurance agencies are not covered entities. They are, however, employers that usually sponsor health plans for their employees. The health plans are covered entities and the agency is the plan sponsor. As the plan sponsor, the agency has the responsibility

to make sure the health plans are in compliance with the regulations.

On the flip side, insurance agencies active in the employee benefits insurance business need to be in compliance as a business associate. The business associate agreements agents are signing do refer to the law Title 45 CFR parts 160 and 164 and the need to understand what is required. What exactly does being in compliance as a business associate mean? Well, it means understanding things like:

- What is a covered entity?
- What is PHI?
- What are personal identifiers?
- What are business associate agreements?
- What are NPPs?

- What do we do with a request for access to PHI?
- What are plan amendments supposed to say?
- When can we use or share PHI?
- What is an accounting?
- What is an authorization for?
- And this list goes on...

Are you one of the many agents looking for ways to take the appropriate steps to understand the HIPAA Privacy and Security Rules?

**HIPAA All-In-One The Agent & Broker Compliance Toolkit** has been developed to address the unique needs of an insurance agency. The toolkit contains all of the required policies and procedures to bring the sponsored

plans into compliance. In addition, the toolkit also contains policies and procedures for the employee benefit department to assure HIPAA compliance.

The compliance process is not simple. Having a complete understanding of the rules and how they apply to your agency is the first step. Updating or in some cases drafting new written—and—they must be written, policies and procedures is made easier with **HIPAA All-In-One The Agent & Broker Compliance Toolkit**.

**For more information, please contact: Judi Newman at Phaze II Consulting, Inc., 800-438-7566.**

Yes, send me \_\_\_ copies of the *HIPAA All-In-On The Agent & Broker Compliance Toolkit* at \$599 each.

Enclosed is a check for: \$\_\_\_\_\_ made payable to Phaze II Consulting and mail to:

Phaze II Consulting, Inc. at: P. O. Box 08129, Fort Myers, FL 33908-8129 **Please allow 6 to 10 days for shipping.**

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