



Agency for Persons with Disabilities

APD-Attain Health Insurance Portability and Accountability Act (HIPAA) Basics:

Course Instructions

These instructions guide you through the APD-Attain HIPAA Basics course. The assessment questions for this course are embedded within the presentation; therefore, you must respond to the scenario questions provided throughout the presentation.

The certificate for this course must be downloaded from the ATTAIN website after you have completed and passed the HIPAA Basics course. After you download the certificate, you must upload it to your TRAIN Florida account. The instructions for uploading your HIPAA certificate are provided in these instructions.

These instructions are presented in the following sections:

Section 1:

[Navigating the APD-Attain HIPAA course](#)

Section 2:

[Uploading your Attain HIPAA certificate](#)

Section 3:

[Section 3: Retaking the course](#)



Section 1: Navigating the APD-Attain HIPAA Basics course





Use this page to search for any course or document on the TRAIN Learning Network site. The results may be limited by any groups you have joined within TRAIN (see your profile for details).

APD

Sort by relevance

9 record(s) found.

APD-Zero Tolerance Training Plan

APD-Direct Care Core Competencies (DCCC) Training Plan

APD - Zero Tolerance - Module 3: Reporting to the Abuse Hotline - FY18-19 Computer-based Training

APD ★★★★★ (1 Rating)

APD - Zero Tolerance - Module 4: Prevention and Safety Planning - FY18-19 Computer-based Training

APD ★★★★★ (1 Rating)

APD-Health Insurance Portability and Accountability Act (HIPAA) - FY 18-19 Computer-based Training

APD-ATTAIN-Health Insurance Portability and Accountability Act (HIPAA) Basics- FY 18-19

Back

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Computer-based Training ID 1078650 0.5h Course Number 1078650

★★★★★ (2 Ratings)

The Florida Agency for Persons with Disabilities requires all service providers and their employees to complete HIPAA training, annually.

1. After you register for the course, you will receive an email with the course instructions.

more +

About Contacts Reviews Resources

Details

Learning Objectives

The Learner will be able to:

1. Explain what HIPAA is



APD-ATTAIN-Health Insurance Portability and Accountability Act (HIPAA) Basics- FY 18-19

3

[← Back](#)

[Order](#)

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Computer-based Training

ID 1078650

0.5h

Course Number 1078650

★★★★★ (2 Ratings)

The Florida Agency for Persons with Disabilities requires all service providers and their employees to complete HIPAA training, annually.

1. After you **register** for the course, you will receive an email with the course instructions.

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Details

Learning Objectives

The Learner will be able to:

1. Explain what HIPAA is

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HIPAA TRAINING

Free HIPAA Training provided by Attain, Inc.

The Florida Agency for Persons with Disabilities requires all service providers and their employees to complete HIPAA training annually. Attain, Inc. HIPAA course was developed in partnership with the Agency for Persons with Disabilities (APD). Attain, Inc.'s HIPAA course meets the annual HIPAA training requirement as required in the Developmental Disabilities Individual Budgeting Waiver Services Coverage and Limitations Handbook. Attain, Inc.'s HIPAA course is listed as an approved course in the Developmental Disabilities Waiver Services Coverage and Limitations Handbook. **Note: Attain, Inc. has not received any financial support to develop or maintain this course.**

Attain, Inc.'s HIPAA course is an online course with questions for the learner that are embedded within the course. A learner must score 85% or better on the quiz questions and view 52 of 52 slides to successfully complete the course. Once the course has been successfully completed, the learner will be able to print off a certificate of completion. If the learner did not successfully complete the course or loses their certificate, the learner will need to retake the course. The user will need to delete Internet Explorer cookies to retake the course.

The user will be able to download the certificate once they close the window for the HIPAA course. The certificate will also be emailed to the learner.

HIPAA Course Troubleshooting

This course is being offered to you for FREE. To keep the course free, the scope of the technical support offered by Attain, Inc. is limited to identification of errors in the HIPAA course content. Users must view all slides and correctly answer 85% of the questions and view 52 of 52 slides in order to receive a certificate. If you are having difficulty retrieving the certificate upon completion of the course, please review these troubleshooting suggestions below and retake the course.

- ▶ Ensure Pop up blocker is turned off before beginning the course.
- ▶ Internet Explorer is the recommended internet browser for use with the course.
- ▶ The user will be able to download the certificate once they CLOSE the Internet Explorer window for the HIPAA course. A copy of the certificate will also be emailed to the email address entered during registration.
- ▶ Add norsolles@brainspark.com as a safe sender in your address book prevent the certificate from being blocked by your email program as spam.
- ▶ The HIPAA Course will not work correctly for users using Apple iOS devices, Safari, or Chrome internet browsers.
- ▶ The HIPAA course has not been tested on Macintosh operating systems.
- ▶ If you need to retake the course, delete Internet Explorer browser cookies.
- ▶ No phone support is available to users as Attain, Inc. does not obtain any financial support from the course.
- ▶ If you are having difficulty obtaining a certificate, users should contact their support contacts.

Note: Please ensure pop up blockers are turned off before beginning the course.

Signup Form:
Users must register for the HIPAA Basics Course in order to obtain a certificate of completion at the end of the course.
Click below when you have entered the requested information.

First Name*
Last Name*
Email*
Company*
Title*

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4

[Frequently Asked Questions](#)



Note: The information entered into the **Guestbook** fields on the ATTAIn site needs to match the information you entered on your TRAIN Florida profile.

5

GUESTBOOK

BRAINSHARK

Users must register for the Attain, Inc. HIPAA Basics Course, view all slides, and 85% on the quiz to obtain a certificate of completion. The certificate will appear after you close the Internet Explorer window and it will be emailed to you.
Click Submit when you have entered the requested information.

First Name * _____ Last Name * _____ Email * _____ Company * _____

Title * _____

SUBMIT

6

HIPAA Basics Course

Completion criteria have not been met

BRAINSHARK

You are here: Introduction to HIPAA > TPO > Privacy Rule & Safeguards > HIPAA Security Rule > Breaches > Client Rights

HIPAA Basics

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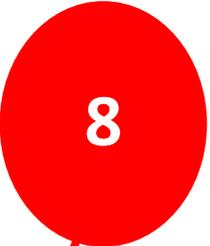
Updated April 2013

Slide 1 of 52

00:03 / 00:04

1. HIPAA Basics Intr... 00:04
2. HIPAA 00:44
3. What HIPAA Does 00:21
4. Parts of HIPAA 00:04
5. Privacy 00:22
6. Privacy 00:29
7. Security 00:15
8. Security 00:18
9. Transactions and... 00:21
10. Importance of C... 00:25
11. Scenario 1 00:10
12. Penalties for Violat... 00:55
13. Penalties for Violat... 00:56
14. What is PHI? 00:36
15. Examples of PHI 00:31
16. Scenario 2 00:10
17. Scenario 3 00:10
18. How HIPAA Affect... 00:21
19. What is TPO? 00:24
20. Only Share the M... 00:27
21. Scenario 4 00:10
22. Scenario 5 00:10

Total duration: 20:45/20:48
Score: 0 of 90 (0%)



Note: If you completed and passed the course, you will see a green checkmark  at the top right of the page.

If you did not complete and/or pass the course, a red dot  and message will appear.

Completion criteria have been met

BRAINSHARK

Privacy Rule & Safeguards > HIPAA Security Rule > Breaches > Client Rights

Conclusion

You have finished viewing the course.

If you passed, your certificate will be emailed to you, and it will appear once you have closed Internet Explorer.

Congratulations! You have completed the online HIPAA Training offered by Attain, Inc.

Note: If you answered at least 85% of the questions correctly and the certificate does not appear after you close Internet Explorer web browser, it may be because you are not using Internet Explorer or your pop up blocker has not been disabled. Your certificate will also be emailed to the email address provided when you registered for the course.

00:00 / 00:10

HIPAA Basics Course

Again Bob
July 19, 2018

Print Page

Print Certificate

	Required	Completed	Status
% Slides Viewed	100.00%	100.00%	Complete
Score	85%	100%	Complete
Points	77	90	

9

Note: After you close the HIPAA presentation, you can download and print your certificate from here, or...

Search Current Mailbox

Focused Other

By Categories

Categories: (none): 102 item(s), 17 unread

n. Congratulations on completing HIPAA Basics Course Thu 7... 1

Reply Reply All Forward IM

Thu 7/19/2018 11:14 AM

noreplies@brainshark.com

Congratulations on completing HIPAA Basics Course

To

Certificate.pdf 121 KB

Dear

Congratulations on completing HIPAA Basics Course!

Attached please find a certificate of completion for your records.

... you can download it from the email.



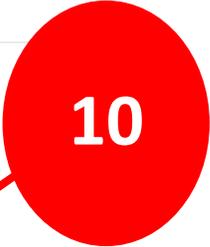
APD-Health Insurance Portability and Accountability Act (HIPAA) - FY 18-19

← Back

✕ Withdraw

🛒 Order

✓ Mark Completed

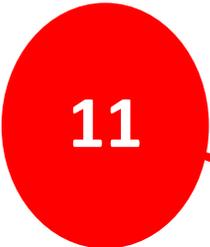


In Progress Computer-based Training ID 1078650 0.5h Course Number 1078650



The Florida Agency for Persons with Disabilities (APD) requires all service providers and their employees to complete HIPAA training annually. The Attain, Inc., HIPAA course was developed in partnership with APD. Attain, Inc.'s HIPAA course meets the annual HIPAA training requirement as required in the Developmental Disabilities Individual Budgeting Waiver Services Coverage and Limitations Handbook. Attain, Inc.'s, HIPAA course is listed as an approved course in the Developmental Disabilities Waiver...

About Contacts Reviews



Please Submit a Review

☆☆☆☆☆ Click on the stars to rate the overall quality of this content

Show my name on the review

Cancel Post



APD-Health Insurance Portability and Accountability Act (HIPAA) - FY 18-19

Back

History

Take Evaluation

Evaluation Pending

Computer-based Training

ID 1078650

0.5h

Course Number 1078650



The Florida Agency for Persons with Disabilities (APD) requires all service providers and their employees to complete HIPAA training annually. The Attain, Inc., HIPAA course was developed in partnership with APD. Attain, Inc.'s HIPAA course meets the annual HIPAA training requirement as required in the Developmental Disabilities Individual Budgeting Waiver Services Coverage and Limitations Handbook. Attain, Inc.'s, HIPAA course is listed as an approved course in the Developmental Disabilities Waiver...

About

Contacts

Reviews

Evaluation

APD - Generic Self-Paced Evaluation

Welcome to the APD Course Evaluation.

You must complete the assigned evaluation to complete the course.

Your anonymous critique of the training course content will help the Agency to assess the quality of our trainings. Please provide APD with your honest critique of the training content, not the TRAIN Florida system. The Public Health Foundation (PHF) is working on improving the TRAIN system experience.

Remember, your evaluation results will be kept anonymous.

Click 'Start Evaluation' button to start the assessment.

For assistance, please use the APD Support and Help Desk process:

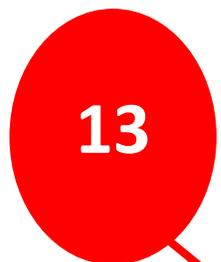
Please contact the TRAIN Florida APD Site Administrator by sending an email to apd.lmssupport@apdcare.org

Contact information about TRAIN Florida is also available on the [APD Training Portal](#).

(150)

The evaluation results will be anonymous.

Start Evaluation



14

ty and Accountability Act (HIPAA) - FY 18-19

Close X

Evaluation

APD - Generic Self-Paced Evaluation

The evaluation is finished.

Your course registration status and your TRAIN Florida Learner transcript updated. If you have OPT-in to receive emails from TRAIN, you will receive an automated TRAIN Florida email message.

To help APAD determine the quality of TRAIN Florida our trainings, please feel free to complete the course review.

Thank You!

(151)

Section 2: Uploading your Attain HIPAA certificate

TRAIN Florida

HOME COURSE CATALOG **YOUR LEARNING** CALENDAR RESOURCES

This page contains relevant information about your coursework on the TRAIN Learning Network. Check your current status within courses and training plans, print certificates, or access your transcript.

Your Current Courses Your Training Plans Your Certificates Your Transcript

Download transcript Add an external record Show withdrawn courses

Title	Status	Completed Date	Score	Credit Type	Format
APD - Direct Care Core Competencies	Completed	Jul 18, 2018	100		Physical Media
APD-Health Insurance Portability and Ac-	Completed	Jul 19, 2018			Physical Media



History: APD-Health Insurance Portability and Accountability Act (HIPAA) - FY 18-19

Registration Date	Completed Date	Score	Credit Type	Status
Jul 19, 2018	Jul 19, 2018			Completed



History: APD-Health Insurance Portability and Accountability Act (HIPAA) - FY 18-19

Registration Date	Completed Date	Score	Credit Type	Status
Jul 19, 2018	Jul 19, 2018			Completed

- Upload External Certificate
- Remove



Close  Save 

→ Add External Certificate (Fields marked below are required)

Title

 Drop your file here or *click* to upload

5

6

→ Add External Certificate

Title

Type the course name here.

8

Cancel  Save 

→ Add External Certificate (Fields marked below are required)

Title

100%

 Certificate.pdf

size: 124 KB
type: application/pdf

 Upload New

Drag your certificate to the box, or upload it from your desktop

7

This page contains relevant information about your coursework on the TRAIN Florida network site. Check your current status within courses and training plans, print certificates, or access your transcripts.

Your Current Courses Your Training Plans **Your Certificates**

Name ^	Completed Date	Score
 APD-Health Insurance Portability and Accountability Act (HIPAA) - FY 18-19	Jul 19, 2018	

Your APD-Attain HIPAA certificate is now available for future downloading.

Section 3: Retaking the course

HIPAA Basics Course

Completion criteria have not been met. BRAIN

Craig Cook
Executive Director

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Contents Attachments

- 1. HIPAA Basics Intr... 00:04
- 2. HIPAA 00:44
- 3. What HIPAA Does 00:21
- 4. Parts of HIPAA 00:04
- 5. Privacy 00:22
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- 20. Only Share the M... 00:27
- 21. Scenario 4 00:10
- 22. Scenario 5 00:13

Total duration: 20:45/20:48
Score: 0 of 90 (0%)

You are here:
Introduction to HIPAA ▶ TPO ▶ Privacy Rule & Safeguards ▶ HIPAA Security Rule ▶ Breaches ▶ Client

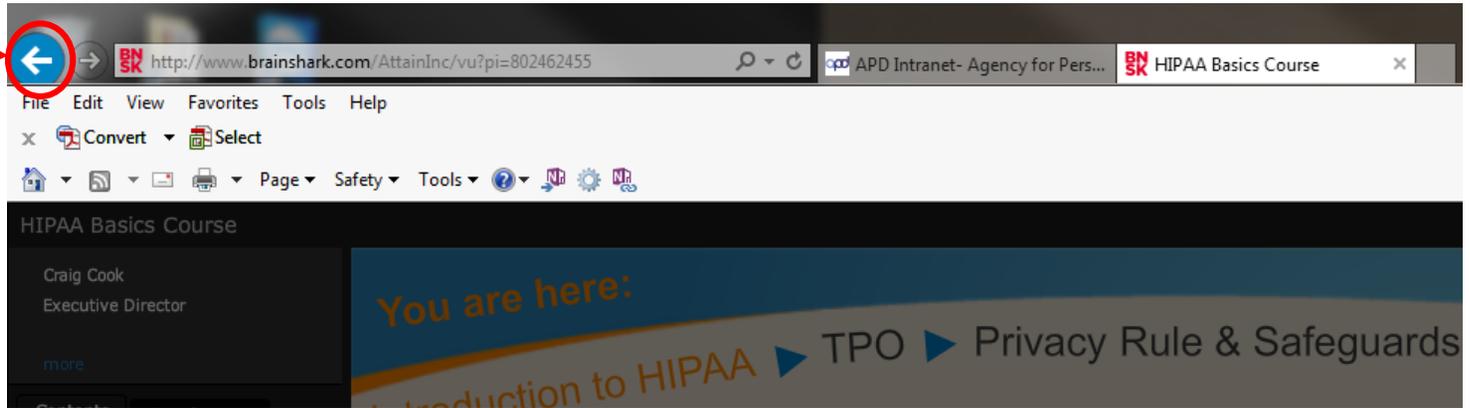
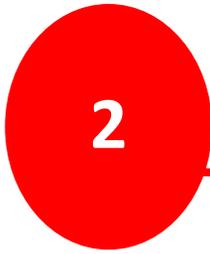
HIPAA Basics

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Welcome to
Inc.'s online HIPAA
training.

Updated April 2013

Slide 1 of 52 00:03 / 00:04



← → BK http://www.brainshark.com/AttainInc/vu?pi=802462455

APD Intranet- Agency for Pers... BK HIPAA Basics Course

File Edit View Favorites Tools Help

Convert Select

Page Safety Tools

HIPAA Basics Course

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You are here:
Introduction to HIPAA ▶ TPO ▶ Privacy Rule & Safeguards

Guestbook
Users must register for the HIPAA Basics Course in order to obtain a certificate of completion at the end of the course.
Click Submit when you have entered the requested information.

First Name*
Last Name*
Email*
Company*
Title*

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You will be redirected to the ATTAIN HIPAA Training page. Click the link to restart the course.

Frequently Asked Questions

1. **I did not receive my certificate. What do I do?**
 - a. Did you meet the completion criteria set for the HIPAA Course? This means you have received less than 85% test score and/or skipped ahead on any of the slides. There is a completion indicator in the upper right hand corner of the page. If green, it means you have met the completion criteria however, if red you have not completed the presentation.
 - b. Are pop up blockers disabled? If not, this could prevent you from receiving your certificate. Please click the following link with instructions on disabling them: <https://brainshark.zendesk.com/hc/en-us/articles/205289600-How-do-I-turn-off-my-pop-up-blockers>
 - c. If you believe you have met completion criteria but have not received a certificate, please check your Junk/SPAM folders in your email account – since the certificate comes from a 'noreplies' address.



2. **I did not pass the presentation and am trying to retake it. How do I do that?**
 - a. Please try the following link which will force the presentation to start over: <https://app.brainshark.com/AttainInc/vu?pi=802462455&n=0>
 - b. If this does not work, please try viewing the presentation in another browser.

3. **I am receiving the following error message: "The author of this presentation has not enabled mobile viewing".**
 - a. The HIPAA course has not been enabled for mobile viewing. The course requires the use of Internet Explorer
4. **Who do I contact if I have questions or issues completing the presentation?**
 - a. The user should contact their supervisor, training department or IT Department. Attain, Inc. did not receive financial support to develop the course or to provide technical support.

Attain, Inc. is committed to equality and nondiscrimination.
[Please click here to see Attain, Inc. Title VI Notice to the Public.](#)

Brainshark Guestbook

vices

Guestbook

Users must register for the Attain, Inc. HIPAA Basics Course, view all slides, and 85% on the quiz to obtain a certificate of completion. The certificate will appear after you close the Internet Explorer window and it will be emailed to you.

Click Submit when you have entered the requested information.

First Name*

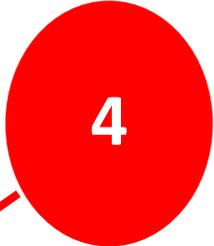
Last Name*

Email*

Company*

Title*

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HIPAA Basics Course

Craig Cook
Executive Director

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Contents	Attachments
31. Disposing of PHI	00:18
32. Scenario 6	00:10
33. Security of ePHI	00:36
34. Security of ePHI	00:26
35. Security of ePHI	00:11
36. Security of ePHI	00:30
37. Scenario 7	00:10
38. Breach of HIPAA	00:20
39. Exceptions to Rep...	00:20
40. Examples of Brea...	00:18
41. What to Do if a B...	00:19
42. Report Breaches t...	00:40
43. Notification	00:32
44. If More than 500 ...	00:24
45. Scenario 8	00:10
46. You Must Report ...	00:19
47. Importance of Re...	00:27
48. Importance of Re...	00:21
49. Scenario 9	00:10
50. Client Rights	01:06
51. Client Rights	00:45
52. Conclusion	00:10

Total duration: 00:10/20:48
Score: 50 of 90 (55%)

Completion criteria have not been met

BRAINSHARK

You are here: Introduction to HIPAA ▶ TPO ▶ Privacy Rule & Safeguards ▶ HIPAA Security ▶ HIPAA Security Breaches ▶ Client Rights

Conclusion

HIPAA Basics Course

You have finished viewing the course.

To pass the course and receive your certificate, you must have answered **at least 85%** of the questions correctly. If you did not, you must re-take the course and answer **at least 85%** of the questions correctly.

If you passed, your certificate will be emailed to you, and it will appear after you have closed Internet Explorer.

Congratulations! You have completed the online HIPAA Training offered by Attain, Inc.

Note: If you answered at least 85% of the questions correctly and the certificate does not appear after you close Internet Explorer web browser, it may be because you are not using Internet Explorer or your pop up blocker has not been disabled. Your certificate will also be emailed to the email address provided when you registered for the course.

5



Resources and Help

<http://apdcares.org/providers/training/>

TRAIN Tutorials: You will find videos and guides for using Search and for managing your courses.

APD Training Portal: Here you will find resources for creating a TRAIN Florida account along with information about APD courses.

APD LMS Support: Contact the APD LMS Support team for question regarding your APD account.

Disclaimer: The Florida Department of Health (FDOH) and the Public Health Foundation (PHF) do not process APD-TRAIN Florida questions. FDOH and the PHF are not responsible for issues related to APD's courses and are not responsible for responding to inquiries and comments—or for forwarding APD-related questions to APD.

Questions and comments can be emailed to [APD's TRAIN Florida LMS Support Team](#). Please allow a minimum of 5 working days for a response from the APD LMS support team.

