

# *HIPAA for* **MSPs**

A COMPREHENSIVE GUIDE TO  
ACHIEVING AND OFFERING  
HIPAA COMPLIANCE.

# Your HIPAA Requirements as an MSP



***Did you know that you are required to be HIPAA compliant as an MSP with healthcare clients?***

The HIPAA regulation considers you a business associate, which comes with certain responsibilities. There are specific measures that need to be met to comply with the law to work in the healthcare vertical. Some of these requirements include conducting annual risk assessments, implementing HIPAA policies and procedures, and signing business associate agreements.

As an MSP, if your business deals with any of the identifiers below, HIPAA applies to you.

## 18 HIPAA Identifiers

***The Department of Health and Human Services (HHS) lists the 18 HIPAA identifiers as follows:***

1. Patient names
2. Geographical elements (such as a street address, city, county, or zip code)
3. Dates related to the health or identity of individuals (including birthdates, date of admission, date of discharge, date of death, or exact age of a patient older than 89)
4. Telephone numbers
5. Fax numbers
6. Email addresses
7. Social security numbers
8. Medical record numbers
9. Health insurance beneficiary numbers
10. Account numbers
11. Certificate/license numbers
12. Vehicle identifiers
13. Device attributes or serial numbers
14. Digital identifiers, such as website URLs
15. IP addresses
16. Biometric elements, including finger, retinal, and voiceprints
17. Full face photographic images
18. Other identifying numbers or codes



# Checklist

*The following are identified by HHS OCR as elements of an effective compliance program.  
Please check off as applicable to self-evaluate your practice or organization.*

## Have you conducted the following five (5) required annual Audits/Assessments?

- |  |   |
|--|---|
| <input type="checkbox"/> Security Risk Assessment        | <input type="checkbox"/> Security Standards Audit |
| <input type="checkbox"/> HITECH Subtitle D Privacy Audit | <input type="checkbox"/> Asset and Device Audit   |
|  | <input type="checkbox"/> Physical Site Audit      |

## Have you identified all gaps uncovered in the audits above?

- Have you documented all deficiencies?

## Have you created remediation plans to address deficiencies found in all five (5) Audits?

- Are these remediation plans fully documented in writing?
- Do you update and review these remediation plans annually?
- Are annually documented remediation plans retained in your records for six (6) years?

## Have all staff members undergone annual HIPAA training?

- Do you have documentation of their training?
- Is there a staff member designated as the HIPAA Compliance, Privacy, and/or Security Officer?

## Do you have Policies and Procedures relevant to the annual HIPAA Privacy, Security, and Breach Notification Rules?

- Have all staff members read and legally attested to the Policies and Procedures?
- Do you have documentation of their legal attestation?
- Do you have documentation for annual reviews of your Policies and Procedures?

## Have you identified all of your vendors and Business Associates?

- Do you have Business Associate Agreements in place with all Covered Entities/Business Associates?
- Have you performed due diligence on your Business Associates to assess their HIPAA compliance?
- Are you tracking and reviewing your Business Associate Agreements annually?
- Do you have Confidentiality Agreements with non-Business Associate vendors?

## Do you have a defined process for incidents or breaches?

- Do you have the ability to track and manage the investigations of all incidents?
- Are you able to provide the required reporting of minor or meaningful breaches or incidents?
- Do your staff members have the ability to anonymously report an incident?

## **\* AUDIT TIP: If audited, you must provide all documentation for the past six (6) years to auditors.**

This checklist is composed of general questions about the measures your organization should have in place to state that you are HIPAA compliant, and does not qualify as legal advice. Successfully completing this checklist does not certify that you or your organization are HIPAA compliant.

# Benefits to Getting Compliant

Compliancy Group's total HIPAA compliance solution allows you and your clients to become HIPAA compliant, with the support of expert Compliance Coaches guiding you through the process. By being HIPAA compliant, you become your client's trusted advisor and increase the value you provide your clients by offering the compliance services they need.

## WHY YOU SHOULD BECOME HIPAA COMPLIANT:

- SATISFY THE LAW
- PROVE TO PROSPECTIVE CLIENTS THAT THEY CAN TRUST YOU
- OFFER CLIENTS A VALUABLE SERVICE THAT THEY NEED
- DIFFERENTIATE AND GROW YOUR BUSINESS

AS A COMPLIANCY GROUP PARTNER, YOU PROFIT WITH EACH CLIENT YOU BRING TO US WITHOUT WORRYING ABOUT BECOMING A HIPAA EXPERT YOURSELF.



AS AN ADDED VALUE, YOU ARE ALSO GIVEN EXCLUSIVE ACCESS TO OUR CONTENT MARKETING TEAM, GIVING YOU THE RESOURCES TO EDUCATE YOUR CLIENTS AND SELL HIPAA COMPLIANCE.



# Benefits to Reselling HIPAA



Whether you have clients in the healthcare industry or trying to enter this fast-growing vertical, you need to be HIPAA compliant. Joining the Compliancy Group Reseller program allows you to have access to our team of sales and marketing experts. Let us handle the compliance, while you continue to handle the security. As a partner, we will help you close deals, gain new clients, and increase your revenue!



## SATISFY THE LAW

As a company that deals with PHI, you are required by law to become HIPAA compliant. As an added benefit, you are protecting your clients by delivering compliance to them.



## WE SELL FOR YOU

Whether it's a current client of yours or a prospect, we will help you sell HIPAA. All you need to do is get us on a call and we will take it from there! Your company controls the transactions and interactions with the clients, we're just here to make the compliance process simple.



## FULL TOOLSET

We provide you with all the tools you need to sell HIPAA including webinars, email templates, flyers, graphics, and more.



## VALIDATE YOUR COMPLIANCE

We verify and validate your internal compliance after you go through our simplified process. Compliancy Group is endorsed by top industry leaders in all verticals. By working with us, you become the vendor of choice.



## PARTNER PORTAL ACCESS

You will gain access to our Partner Portal which is designed to provide partners with all product information and compliance tools which is necessary to deliver to your clients.



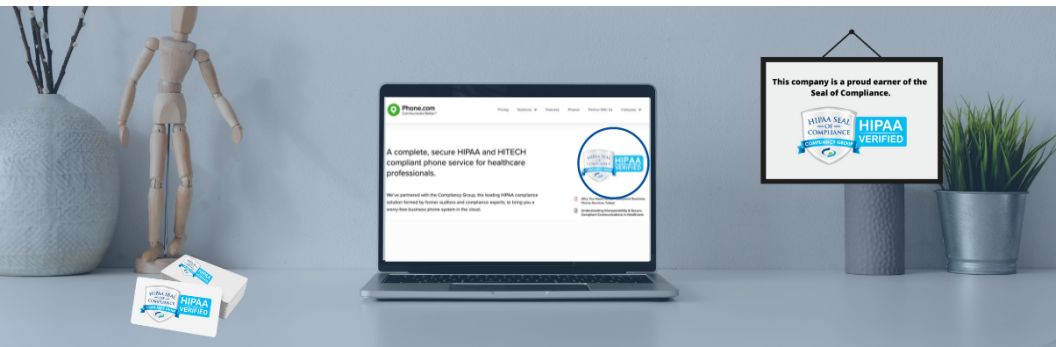
# Seal of Compliance



The Seal of Compliance verifies and validates that users of our HIPAA software, The Guard, have made every effort to satisfy the HIPAA regulations, and have the documentation to illustrate it.

The Seal of Compliance is issued by Compliancy Group upon users' completion of their HIPAA compliance program.

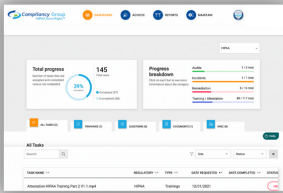
**The Seal of Compliance serves as a great differentiator.** The presence of the Seal on your website proves to visitors that you care about safeguarding their information. They can be confident that when they choose your practice or business, that you will do all that is necessary to protect their sensitive information.



# Compliance Software & Coaching

When you sign up for our compliance software, you are assigned your own personal coach to assist you and make sure you're on track to get compliant. Our coaches are with you every step of the way and continue to offer support even after you're compliant.

Below is some of what is included in our software!



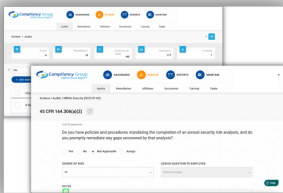
## Snapshot of Compliance Status

Easily view your current compliance status and task list on a compliance dashboard. Ensures you are never missing a step and always on the right track!



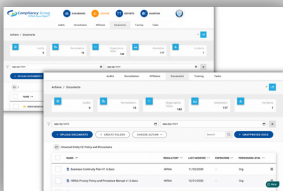
## Training and Attestations

Training that goes beyond a powerpoint. We give you the ability to effectively train and track your employees as well as provide you with videos and personalized training materials.



## Security Risk Assessment

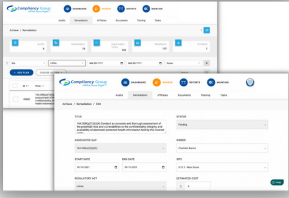
We provide the tools to complete your Security Risk Assessment as well as all the other required audits. All you need to do is simply answer a series of yes or no questions to assess your HIPAA risk!



## Policies and Procedures

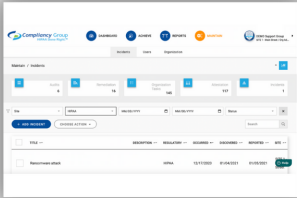
We help you to create custom policies and procedures that meet HIPAA standards, and apply specifically to your business. All BAAs, necessary documentation, attestations and more – all stored in one easy-to-access platform.

# Compliance Software & Coaching



## Remediation

Our software intuitively guides you through your HIPAA Risk Analysis and automatically assigns remediation plans. These remediation plans are fully documented and include calendar dates by which gaps need to be remedied.



## Incident Management

Breaches happen, and when they do, they need to be reported. The Guard incident manager makes it easy to report incidents and allows users to do so anonymously.

As you can see by now, a lot of factors go into becoming HIPAA compliant, and it can be time consuming when you don't know what you're doing. The healthcare industry is one of the most lucrative industries to work in as it is rapidly growing and recession-proof.

Since you and your clients both need to be HIPAA compliant, why not partner with us? Compliancy Group has been guiding partners and their clients through HIPAA since 2005. Our industry-recognized software solution simplifies HIPAA compliance with Compliance Coaches there each step of the way. Compliancy Group gives you peace of mind in your compliance plan reducing risk, increasing patient loyalty, and profitability of your organization.

## Contact Us



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